

DDA

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

MINUTES OF December 3, 2008

1. **CALL TO ORDER:** Chairman, Gil Frontella, called the meeting to order at 7:01 a.m.

Members Present: Randy Winkler, Michael Langhorne, Jeanice Freeman, Andrew Legg, Tom Stuver, and Sally Brands, Jennifer Sanborn, Jay Rickstrew, Garrick Frontella, and Jim Voorheis.

Members Absent:

DDA Manager Present: Helen Rogers

Guests Present: Rifle City Mayor; Keith Lambert, City Manager; John Hier, Assist. City Manager, Matt Sturgeon, Ed Arnold, Rifle Chamber Director, Annick Pruett and Amelia Shelley, Garfield County Libraries.

2. **APPROVAL OF MINUTES:** A motion to approve the minutes of November 5, 2008 was made by Winkler, seconded by Brands and approved unanimously.

3. **FINANCIAL REPORT:** The October 2008 financial report was unavailable.

4. **BILLS TO BE APPROVED:** Gil Frontella moved for payment of bills.1) Paul Reisbeck, 3rd St. Tree Lighting: \$1800, labor + \$292.42, materials, total: \$\$2092.42. A motion to approve the bill was made by Winkler, seconded by Rickstrew. The motion carried unanimously.

5. **CHAMBER UPDATE:** The Featured Business of the Month is Mountain Clear Water Company. The 'Leaders for Readers' program won 2nd place honors for Special Achievement at the CCCE Fall Conference. The Holiday Business After Hours Celebration will be held Thursday, December 4th from 5-8pm at Wells Fargo Bank. A motion was made by Brands, seconded by Winkler to approve \$300 for Kiosk Rental at the Information Center and approved unanimously. Comment about the condition of the photos may need to be addressed.

6. **NEW BUSINESS:**

A. Parking Availability Study

Langhorne presented three surveyed areas: West 2nd St. with the consideration of diagonal parking along the north and south sides, the lot behind Western Credit Union and the lot on the alley behind the McLearn Building. Langhorne will continue to survey the drainage issues of the parking lots and DDA will eventually get estimates on paving and striping. Brands would also like the DDA to consider paving and striping the lot on the north side of the Rifle House. Brands also indicated she will speak with the property owners of West 2nd St. regarding the new parking plan.

B. Downtown Zoning Code Rewrite

Matt Sturgeon stated he is undergoing the process of rewriting the Land Use Code for

the Central Business District (CBD). He would like to incorporate the guidelines DDA uses to approve signage and façade reimbursements. He is also looking into parking and landscape issues. Also to be addressed are increased residential units with mixed use development and restricting future single family homes in the CBD. The boundaries are Park Ave. (Western), 6th St. (Northern), Colorado River (Southern) and Whiteriver Ave (Eastern).

C. Store Front Facade Improvements

Randy Winkler again made contact with current Moose members. He presented a rendering of a large moose mural concept for the east side of the building. Sanborn and Rogers will look into design direction further.

D. Signage

Rogers presented the City of Rifle Sign Regulations and the application process. There is an initial \$80 fee with \$40 reimbursable, along with a 3.5% Sales tax valuation added onto it. Rogers listed the prohibited sign list and noted many in the city are non compliant at this time. Most of the information is available on line or at the Planning Dept. office.

7. PROJECTS:

A. Rifle Creek Theater / Ute Theater

Rogers reports meeting with the State Historic Outreach Coordinator, Gheda Gayou, on Nov. 25th, along with Michael Langhorne, Rich Carter, architect, Bill Sweigert, engineer, and Matt Sturgeon. A tour of the theater took place. The state will send additional information regarding subcontract verbiage. Deliverables were the architects and engineers resumes, and an MOU (Memorandum of Understanding) between the City and DDA.

B. Pedestrian Crossing on Railroad Ave.

John Hier reports the bid was awarded to Apeiron. According to Dick Deussin, the construction process will start this week.

C. CLEER Energy Grant Update (Lighting)

Mayor Keith Lambert reports he has attended another meeting for this group. Garfield County will be the 'fiscal agent' for the \$1,600,000 energy grant. The DDA continues to endorse the LED lighting project for the downtown.

D. Sandwich Signs (A – Frame Sign Code Standards) P & Z

The A-Frame sign code standards came before the Rifle Planning and Zoning Commission on Nov. 25th. Planning staff wanted to apply it to the existing code as a 'text amendment' rather than creating a new code for it. Most of the wording comes from the original text as created by DDA. However, the signs would be considered through a 'License to Encroach' agreement with the planning dept. and would be available only for retail and restaurant businesses. The Planning and Zoning Commission approved the text amendment and sent on to City Council for their approval.

E. Other Business brought before the Board

Rogers reported Rod Hamilton, Public Works Director, sent out a memo that the O & M work crew will be installing new restricted parking signs along east and west 5th St. as well as along 4th St. A 'No Parking' sign was recently installed just east of the driveway into the Post Office, on 4th St.

Gil Frontella reports the fair market value of the Western Credit Union exchange

property on West 3rd St. is \$45 per square ft. The total square footage of the property is 21,105 which places the value at \$949,000.

John Heir reports the Parking Enforcement Officer has moved to the Code Enforcement position, so someone will need to be hired to replace her. She has move to code enforcement. Also, an officer will be patrolling the downtown area and issuing tickets for idling, unattended vehicles.

8. EXECUTIVE SESSION – REAL ESTATE NEGOTIATIONS

A motion was made by Stuver, seconded by Winkler to move into executive session to discuss real estate negotiations at 8:35am. The DDA board came out of executive session at 9:09am.

9. MAINTENANCE:

- A. Traffic / Pedestrian Issues: A pedestrian crosswalk at 4th and Railroad will be installed this month.
- B. Curb Extensions – Planters, Weeds: Rogers reports obtaining a 3rd bid for benches and trash receptacles. She will present this to the Lodging Tax Board next week for approval.
- C. Parking Lots:
- D. Alleys:
- E. Street Lights: There are several outages on 4th St. that need to be addressed
- F. Trees:

10. ADJOURN: The meeting adjourned at 9:09 am.

Respectfully submitted,

Helen Rogers
DDA Manager