

DDA

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

MINUTES OF August 6, 2008

- 1. CALL TO ORDER:** Chairman, Gil Frontella, called the meeting to order at 7:02 a.m.
Members Present: Randy Winkler, Jim Voorheis, Sally Brands, Gil Frontella, Jennifer Sanborn, Michael Langhorne, Jeanice Freeman, and Jay Rickstrew.
Members Absent: Andrew Legg, Garrick Frontella, Tom Stuver. A motion was made by Winkler, seconded by Rickstrew to excuse Stuver and Frontella. It passed unanimously.
DDA Manager Present: Helen Rogers
Guests Present: Rifle City Mayor; Keith Lambert, Rifle Area Chamber of Commerce Executive Director; Annick Pruitt, City Manager, John Hier, and Al Arnold.
- 2. APPROVAL OF MINUTES:** A motion to approve the minutes of July 2, 2008 was made by Brands, seconded by Sanborn and approved unanimously.
- 3. FINANCIAL REPORT:** The June 2008 financial report was available. Rogers mentioned not all of the requested money from the Rifle Foundation, Parks and Rec Board as well as the Lodging Tax money was in the budget for the Farmer's Market expenses and will look into it. A motion to approve the financial report was made by Rickstrew, seconded by Langhorne and the motion carried unanimously.
- 4. BILLS TO BE APPROVED:** Gil Frontella moved for payment of bills.1) Mr. Power S, Watering East and West 3rd St. and power washing the DDA area: \$1150.00 only. The remaining \$640.00 will be paid by Community Newspapers, Inc. 2) Budget Line Trash: \$140.00 for July. 3) Shari Freutel, weeding and trash pick-up: \$400.00 4) Mountain View Tree Farm: \$88.00, for mulch. A motion to approve the bills was made by Winkler, seconded by Rickstrew. The motion carried unanimously.
- 5. CHAMBER UPDATE:** Chamber Executive Director, Annick Pruett, presented the Chamber news for August. Business of the Month is the Stereo Unlimited. The Garfield County Fair Parade is Aug. 9th. A Membership Appreciation Luncheon will be held Thursday, August 21st at the Rifle Information Center. Also Habitat for Humanity is encouraging women to participate in the house being constructed in Rifle by having a special women's day in September.
- 6. NEW BUSINESS:**

 - A. Library Expansion
A Downtown Project Management Team was formed to assist the Planning Dept. with specific projects and preliminary design direction for the downtown. Three Library expansion designs were presented, originating from Vandewalle and Associates. Two members from the DDA (Gil Frontella and Michael Langhorne) are on this team. The consensus from the team favored the 'C' design where parking would all be located on the

east portion of the lot, Second St. would be closed with increased public space and book drop off area, the building size for the library would be 21,000 sq. ft. (Up to 42,000 sq. ft. with a possible second story), and the existing library would need to be cleared before construction. The design incorporates the entire ½ block from Railroad Ave. to East Ave.

B. Sandwich Signs (A – Frame Sign Code Standards)

Winkler submitted design criteria and fabrication specifications to the board. It was felt the businesses using these signs must have a city sales tax license, the placement cannot impede public access, they must be taken in every night, one allowed per business, and request enforcement of not compliant. Rogers will proceed with the preliminary code standards and get it to City Council.

C. Building Facade Improvements

- 218 East 3rd St. – Rogers presented color chips and photo of the residence for approval to be reimbursed for paint (\$200 per 25 linear ft. of building façade). The residence lies within the DDA boundaries. A motion was made by Sanborn, seconded by Freeman, passing unanimously.
- Moose Lodge – Discussion centered on how to provide funding for building such as this. A grant process was suggested, promoted by the DDA. Rogers will research further.
- Tradesman – Langhorne shared discussions he's had with the owner. The intention will be to open up the upper portion of the building façade where windows exist and 'restore' it to its historical character. The owner does not have the money to do this and make the building 'secure' until next year. Langhorne will look for historic photos and continue dialogue regarding temporarily painting the façade until the work can be done.
- Flintlock Building – Continuing

D. Signage

Vision Land Consultants will be presenting a 'flag' sign concept for their business located in the Rifle Mercantile Building in the near future.

E. American National Bank Update.

Jim Voorhees reports the house has been raised next to the bank and they hope to be done by the end of October for the drive-through teller expansion. The adjacent commercial businesses are excited about the change.

F. Roundabouts

Rogers obtained a short DVD from Gary Osier on how to drive through a Roundabout to share with other members of the DDA. Brands took up the offer to look at it.

7. PROJECTS:

A. Third Street Bridge Pillars

Rogers and Frontella met with Frank Shaw (O & M Supervisor). A flag pole design was created for the bridge so that three flags could be flown on both sides, located on the outside centers of the bridge.

Rogers presented photos of the new bridge pillars. Rogers will create color options for the pillars to determine if or how they should be painted.

B. Rifle Creek Theater / Ute Theater

Rogers reports she spoke with a representative from the State Historic Fund. The budget has been sent to the contracts division and a contract will follow. Rogers will present it to City Council.

C. Farmer's Market

Rogers reported the market is going well. Keith Lambert reports Sun Edison will be setting up a demonstration exhibit on Friday, August 15th before the market and hopes people will attend.

D. Pedestrian Crossing on Railroad Ave.

Continued

E. Railroad Ave. Overlay

Overlayment is complete. The handicapped ramps should be complete by the end of the week.

8. MAINTENANCE:

A. Traffic / Pedestrian Issues: Continues.....

B. Curb Extensions – Planters, Weeds

C. Parking Lots: The trees in the lots where Western Rockies Credit Union exchange took place have been cut down.

D. Alleys: Nothing new reported

E. Street Lights: The lighting on the NE corner of East Ave. and East 3rd St. needs to be rewired. Third St. Bridge Lighting is complete.

F. Trees: 'Project Clean Sweep' still has \$1200 available for new trees. Rogers will select trees to be planted in September.

9. **ADJOURN:** The meeting adjourned at 8:35am.

Respectfully submitted,

Helen Rogers
DDA Manager