

DDA

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

MINUTES OF September 3, 2008

- 1. CALL TO ORDER:** Chairman, Gil Frontella, called the meeting to order at 7:02 a.m.
Members Present: Randy Winkler, Gil Frontella, Jennifer Sanborn, Michael Langhorne, Jeanice Freeman, Jay Rickstrew, Andrew Legg, Garrick Frontella, and Tom Stuver.
Members Absent: Jim Voorheis, Sally Brands.
DDA Manager Present: Helen Rogers
Guests Present: Rifle City Mayor; Keith Lambert, Rifle Area Chamber of Commerce Executive Director; Annick Pruitt, Assist. City Manager, Matt Sturgeon, Ed Arnold, and Amelia Shelley, Garfield County Library Director.
- 2. APPROVAL OF MINUTES:** A motion to approve the minutes of August 6, 2008 was made by Winkler, seconded by Rickstrew and approved unanimously.
- 3. FINANCIAL REPORT:** The July 2008 financial report was available. A motion to approve the financial report was made by Rickstrew, seconded by Freeman 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. 2) Budget Line Trash: \$280.00 for August. 3) Shari Freutel, weeding and trash pick-up: \$400.00. A motion to approve the bills was made by Winkler, seconded by Langhorne. The motion carried unanimously.
- 5. CHAMBER UPDATE:** Chamber Executive Director, Annick Pruet, presented the Chamber news for September. Business of the Month is Aspen Earthmoving. A Political Issues luncheon will be held Sept. 16th at Fiesta Guadalajara, free for Chamber members. The Commissioner Candidate Forum will be held October 7th at City Hall.
- 6. NEW BUSINESS:**

 - A. Downtown Project Management Team
 - Library Expansion
A Downtown Project Management Team was formed to assist the Planning Dept. with specific projects and preliminary design direction for the downtown. They continue to meet periodically and will be meeting with Amelia Shelley, GarCO Library Director and others to further discuss the library expansion and location.
 - Downtown Enhancements, Entry and Traffic Issues
Matt Sturgeon reports three firms have been selected to present proposals for downtown enhancements and will be narrowed to one in October.

- B. Sandwich Signs (A – Frame Sign Code Standards)
It was discussed the sandwich sign issue should go before Planning and Zoning instead of City Council first. Winkler will meet with P & Z at their next meeting, September 30th.
- C. Building Facade Improvements
- Moose Lodge – Gil Frontella will try to set up a meeting with whoever is in charge. At the last meeting, discussion centered on how to provide funding for a building such as this by offering a grant process, promoted by the DDA. Rogers will research further.
 - Tradesman – Sanborn will look for historic photos and Langhorne will continue dialogue regarding temporarily painting the façade until the work can be done.
 - Flintlock Building – Everyone agreed, the building looks much better, with new paint depicting each 'store front'.
- D. Signage
No new signage reimbursement was presented.
- E. American National Bank Update.
Jim Voorhees reported by phone the project is going well and they hope to be done by the end of October for the drive-through teller expansion.
- F. Downtown Lighting – Energy Related Grant
Matt Sturgeon reports the City is going for a grant from the Governor's Energy Office as well as DOLA for new energy efficient lights for the existing light poles throughout town. This request will be submitted with the CLEER group in a valley wide effort to secure the \$2,000,000 out of \$100,000,000 which has been offered throughout the state.
- G. 5th Street Parking Issues
It was reported a group of business and private homeowners met to discuss whether they wanted 2 hour parking restrictions along East and West 5th Sts. apparently they did not want the restrictions but indicated diagonal parking might be helpful. The issue is coming before City Council, Sept. 3rd, in workshop, to determine if West Ave. should be restricted.
- H. Western Rockies Credit Union / DDA Parking Lot
Matt Sturgeon reports the credit union will obtain their right to secure parking for employees and patrons. They asked to remove the DDA parking lot sign.
- I. 3rd St. Parking Issues
Andrew Legg reports the large trucks on 3rd St. are creating pollution, visibility and traffic flow issues. Legg stated he would like to see some kind of enforcement for this. It was mentioned to have the Police Dept. come to the next meeting to see what code enforcement is already in place and what's enforceable. Sanborn stated she would see what codes exist for idling and weight restrictions.
- 7. PROJECTS:**
- A. Third Street Bridge Pillars
Rogers presented color rendering options for the pillars. The consensus was 'C' which

will paint the pillars the same as the new railing colors.

Rogers will look into costs and whether the City's O & M Dept. can do the work.

B. Rifle Creek Theater / Ute Theater

Rogers reports she received an email stating the grant should be under contract and should receive written confirmation soon. Rogers will present it to City Council.

C. Farmer's Market

Rogers reported there are only 4 markets left. Rogers stated she would like to stay involved with the market next year, but do more with developing new vendors, events, etc.

D. Pedestrian Crossing on Railroad Ave.

Continued

8. MAINTENANCE:

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

B. Curb Extensions – Planters, Weeds

C. Parking Lots: The museum lot needs to be weeded. Langhorne, Winkler, and Rickstrew volunteered to assess possible public parking sites in the DDA district.

D. Alleys: Nothing new reported

E. Street Lights: The 3rd St. Bridge Lighting is complete. Matt Sturgeon requested DDA take a look at the lights at night as they are the type the city would request as part of the energy grant.

F. Trees: Frontella reports two trees were taken out on 4th St., another needs to be taken out on East Ave. New trees will be planted this month.

9. ADJOURN: The meeting adjourned at 8:50am.

Respectfully submitted,

Helen Rogers
DDA Manager