

DDA

Downtown Development Authority
Rifle, Colorado

MEETING MINUTES Wednesday, January 8, 2014 Rifle City Hall

1. CALL TO ORDER:

Chairman, Jay Rickstrew called the meeting to order at 7:00 a.m.
Members Present; Michael Langhorne, Gil Frontella, Randy Winkler, Sally Brands, Tom Stuver, Wilma Paddock and Nella Barker.

Members Absent:

DDA Manager Present: Helen Rogers

Guests Present: Matt Sturgeon; City Manager, Nathan Lindquist; City of Rifle Planning Director, John Dyer; Rifle Police Chief, Ed Arnold, Property Owner.

2. APPROVAL OF MINUTES:

It was mentioned by Barker that she did not second the 'Bills to be Approved' in the December minutes as she was not present. A motion was made by Barker, seconded by Langhorne, to approve the minutes with correction of December 11, 2013, approving unanimously.

4. FINANCIAL REPORT:

The Financial Reports were presented for review. Charles Kelty, City of Rifle Finance Director had prepared a chart comparing 2013 to 2014 along with percentage of revenues to be expended in 2014. A motion was made by Langhorne, seconded by Barker to accept the financial reports as presented. The motion passed unanimously.

4. BILLS TO BE APPROVED:

1) Rifle Area Chamber of Commerce, 2014 Membership, \$75.00. A motion was made by Langhorne, seconded by Paddock, approving unanimously.

5. MANAGER'S REPORT:

DDA Administration – 59 hrs. (Main Street – 22 hrs.) Took one week off for Holidays.

- Main Street Promotions for the month of December included the First Friday event, Friday, Dec. 6th, with a tree decorating contest on the 2nd St. Lot. Businesses participating were Bookcliff's Survey, Savage Law, JBS Construction, Jackson Hewitt, Rifle Animal Shelter, The City of Rifle, Rifle Main Street and The Cow Pie Currier, who won the \$250 Shop Rifle Gift Certificate. The annual Window Display contest winners went to Twisted Studios, 1st Place, Lady Bug Express, 2nd Place and Trendz, 3rd Place.
- DOLA Main Street Year End Meeting occurred, Dec. 12th at the Library. Over all the DOLA staff seemed pleased with what the Rifle Main Street Committee has been able to accomplish. See DOLA Year End Report.

- Joint DDA / Council Workshop regarding Main Street disposition.
- Attended a LiveWell Farmer's Market Meeting in Glenwood Springs. Discussion centered around the Food Coupons coordination with area Markets in Garfield County. There may be grant money available through that entity for the Market.
- Met with Silverman Law Office regarding pursuit of the Rifle Farmer's Market becoming a 501-c-3. The RREDC (Michael Langhorne) offered to come under their umbrella.
- Coordinated First Friday Flyers for January. The emphasis was on creating a 'spa' day with area salons and related merchants.
- Includes daily emails and communication with City Staff and others, prep for DDA Meeting, DDA Meeting and Minutes, Regular Budget Report, and Manager's Report.

New Ute Events Center – 1 hr.

- The muralist chosen through an RFP process with the City is Lisa Wuerker from Glenwood Spring. Others submitting proposals and artwork were Jennifer Roberts-Huffman from Rifle and Kristof Kosmowski from Glenwood Springs. Ann Hunter from Rifle withdrew. Start date for beginning the murals is the end of January.
- The RFP's for the Furniture are being advertised now and are due Friday, Jan. 17th.
- Completion of the New Ute Interior Renovation is probably March.

Visitor Improvement Fund – 8 hrs.

- With recent contributions and \$20,000 allocated from the 2014 VIF Budget, we have \$37,000 committed so far for the Boat Ramp Relocation.
- Current planning is to apply for the Colorado Parks and Wildlife Fishing is Fun Grant. Meeting with Kimberly Bullen to work on the grant application, Due March 5th.
- Recently sent the \$1,250 for the first 5 years of the lease with CDOT. Plans are 100% complete and have been sent to CDOT.
- Steve Dahmer, Environmental Solutions, is working on the 404 Permit for the U.S.Army Corps of Engineers.
- Kimberly, Nathan and I will be meeting with Colorado Parks & Wildlife staff to go over grant process.

6. CHAMBER UPDATE:

Frank Ladd was not available to give the Chamber Report as the change of date was in conflict with another meeting.

7. NEW BUSINESS:

A. MOU with DOLA Main Street, Mini Grant \$5,000

DDA President, Jay Rickstrew, RREDC President, Michael Langhorne, and City Manager, Matt Sturgeon met to strategize on the structure of the Main Street Coordinator position. It was determined the position would not be a City employee, nor could they City provide benefits. To remain a part-time position, the hours worked per week cannot be over 29 hrs. The idea is to have one paycheck, with \$24,000 coming from the City and

combine that with what the DDA/VIF is now paying. Stuver reminded the Board the Rifle DDA was not set up to incorporate all of what Main Street does, so a second meeting or Board would need to be set up to accommodate the Main Street Program. Rickstrew stated they will continue to work on this and will write up a job description.

B. RREDC

Langhorne reported Inclusive Athletics has purchased the Rifle Fitness Center. They are based out of Glenwood Springs. They have seen an increase in membership.

The City Market Filling Station on 14th and Railroad should start construction this Spring.

C. Downtown Streetscape Designs, Railroad Corridor Improvements, Second Street Lot DOLA Architectural Assistance, Nathan Lindquist.

Nathan presented streetscape designs for Railroad Ave. They include curb extensions and areas to place the Wayfinding signage. The latest plan is to apply for an FMLD Grant in the August grant cycle. The total cost is estimated at around \$185,000 and DDA would contribute approximately \$17,000 towards the matching 30% needed. The DDA Board asked they be given estimates for only the DDA boundary area and also re-evaluate the concrete costs for the sidewalks on 3rd St.

Nathan has obtained approval from Bob Ragalski to obtain DOLA Architectural assistance for design of a commercial office building on the Second Street. A possible tenant is Garfield County as they have talked about moving out of the Henry Building.

Nathan will present the streetscape designs for Centennial Parkway at the next DDA Meeting in February.

D. Graffiti Removal

Rifle Police Chief, John Dyer, stated they have identified 50 graffiti locations within the Rifle City limits. They have tagged both commercial buildings and private properties and think there are 2-3 18 year olds doing it. They have caught one of the suspects, and have charged him with a felony as it is over \$10,000 in damages. He was released from jail and is awaiting his court date. Most of the damage occurred from Dec. 15th – 31st.

As one solution being discussed, the City staff is thinking of creating an ordinance where property owners would be responsible for removing graffiti from their buildings within a period of time. There was concern from various Board members that perhaps that would be too heavy handed as this is something the DDA has helped with in the past.

Stuver suggested bringing it to Civil Court, by having all the building owners sign the suit against the perpetrators so there would be some compensation to the owners and he would provide services pro-bono.

Rogers will forward a copy of the Graffiti Removal Release Form to John Dyer and also research graffiti removal material.

A motion was made by Frontella, seconded by Brands, to approve spending upwards of \$4,000 to remove the Graffiti in the DDA Area. The motion passed.

E. Colorado Preservation inc. Annual Conference, Denver, DOLA/Main Street Mtg., DCI Annual Mtg., Feb. 5-7.

Rogers registered for the annual meeting at a discount for early registration. The cost is \$215 for the conference. The DOLA Main Street Reps at the year-end meeting suggested someone attend the conference as well as the Main Street Meeting on Feb. 5th. A motion was made by Frontella, seconded by Barker to approve Rogers' attending the Conference. The motion passed.

10. ADJOURN

Respectfully Submitted,

Helen Rogers
DDA Manager