

DDA

Downtown Development Authority
Rifle, Colorado

MEETING MINUTES Wednesday, October 1, 2014 Rifle City Hall

1. CALL TO ORDER:

Chairman, Jay Rickstrew, called the meeting to order at 7:01 a.m.
Members Present; Gil Frontella, Nella Barker, Wilma Paddock, and Tom Stuver.
Members Absent: Sally Brands, Michael Langhorne, and Randy Winkler.
DDA Manager Present: Helen Rogers
Guests Present: Nathan Lindquist, Rifle Planning Director, Frank Ladd, CEO, Rifle Area Chamber of Commerce, Ed Arnold, and attorney Tim Graves.

APPROVAL OF MINUTES:

The Minutes from September were not completed at the time of this meeting. Rogers will review the recorded version and complete minutes.

4. FINANCIAL REPORT:

The Financial Reports were presented for review. A motion was made by Paddock, seconded by Barker to accept the financial reports as presented. The motion passed unanimously.

4. BILLS TO BE APPROVED:

1) Mr. Power S., Downtown Maintenance, Watering, \$280.00 2) All About Sprinklers, winterization of irrigation system; \$125 3) Downtown Colorado Inc. Non-Profit Membership: \$215.00. A motion was made to approve the bills by Stuver, seconded by Barker, approving unanimously.

5. MANAGER'S REPORT:

DDA Administration – 29.5 hrs

- Rifle Main Street continues to meet. This weekend is the Fall Festival which includes the Chambers Chili Cook-Off on Thursday night at the Fairgrounds, Friday events at the UTE to include a polka band, Alpine Echo, and Acoustic Mayhem to follow. There will be events in Centennial Park on Saturday to include music, crafts and food. See flyers.
- The Rifle Farmer's Market ended this past Friday. The project looks like it came in under budget. A Volunteers Appreciation Event will take place Oct. 21st at Sammy's to thank all the lemonade stand volunteers, volunteers who helped set up and tear down the market as well as the committee members.

- Attended a 2015 budget meeting with City staff and Jay. The meeting with Council is scheduled for Wed., Oct. 22nd from 7-9 pm.
- Attended a planning meeting for the 'Hometown Holidays' Event which is scheduled for the first weekend in December. This is replacing Holly Days as the paper does not want to do it anymore. Funding is coming from Johnson Construction. Friday events include window display contests and a scavenger hunt, High School Choirs singing at the UTE along with a Holiday movie and Santa. Saturday activities include a Craft Fair at the UTE from 1-5pm, Wagon Rides, Ornament making at the Library, tree lighting of a new large tree being planted at Centennial Park – donated by Johnson Construction, also a Parade of Lights down Railroad and bonfire at the 2nd St. Lot on Dec. 6th.
- Maintenance issues include winterization of the sprinkler systems on Monday of this week.
- 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.

UTE Theatre and Event Center Update – 7 hrs

- The new web site is up and running. You can find it by searching for the UTE Theatre. Additions to the site will continue.
- The adult Halloween Party with the BoomTown Players and NUTS will occur on Friday, October 31st. from 8-11. The theme is intergalactic. Prizes for best costumes, photo booth, and souvenir mugs are part of the plans.
- Suzy Bogguss, will be playing Sunday, November 2nd.
- The Community Concert Series is being planned for Dec. through April. Possible shows will be Patsy Cline, Aspen Ballet, Bluegrass Band, and a Comedy Show.

Visitor Improvement Fund - 2 hrs.

- The NWCCHT Gateway Signs are nearing completion and we hope to have them in production and up by the end of the year. VIF contributed matching funds with Garfield County of \$4,500 for the project.
- Attended budget meeting.
- New committee forming to determine Rifle's 'IT' Factor as suggested by new marketing firm. Associated with Align Multimedia.

6. CHAMBER UPDATE:

Frank Ladd, Chamber CEO, presented an update. The 35th Annual ANB Chili Cook-off will take place Thursday, Oct. 2nd at the Fair Grounds. The Hunter Hospitality Tent will be located at the Information Center on Oct. 16th, 17th, 30th and 31st. Business After hours will celebrate Halloween and be held on Oct. 28th at Shear Intensity. An Energy Briefing by Nucor will occur at Grand River Health on Oct. 23rd. The topic will be 'What Happens after the Extraction'.

7. NEW BUSINESS:

A. RREDC Update

No report was available.

B. Consider Sidewalk Improvements - Nathan Lindquist

Nathan indicated there may be funding set aside in the City's 2015 Budget for sidewalk improvements throughout town. Nathan wondered if DDA would like to participate in the improvements within the DDA Boundaries. By ordinance, the property owner is responsible for 'maintaining' the sidewalk in front of their property to include changes in elevation of the concrete slabs or pot holes and create a hazard. Property owners are also responsible for snow and ice removal.

Nathan did apply for an FMLD Grant of \$25,000 with matching funding coming from VIF (\$25,000 - committed), DDA (\$25,000 - pending) LiveWell (\$5,000 - committed) and Main Street. He will know this month if the City received the FMLD Small Grant Funding.

Nathan is asking the DDA to consider splitting the cost with the City for improvements when it becomes unaffordable for the property owner to make improvements to the sidewalks. Frontella indicated the City holds on to the \$500 Bond for up to a year when projects like this occur which is an added expense for the property owner. No decision was made by the Board at this time.

C. McLearn Building Main Street Architect Drawing.

Nathan Lindquist presented a drawing from DOLA Architect Tim Stroh of the McLearn Building located on W. 3rd St. and Railroad Ave. for review. Most board members liked the drawing which included taking down the existing shed roof awning with metal poles and replacing it with fixed awnings over the windows so people can see into the businesses and planter boxes on the sidewalks to create a barrier between pedestrians and traffic on Railroad Ave.

Rogers suggested the planter boxes could be made out of steel or metal sheets instead of wood which would deteriorate quickly along Railroad Ave.

Lindquist will follow up with building owner to see if he is interested in pursuing the change.

D. Budget Approval for 2015

A motion was made by Barker, seconded by Frontella to approve the 2015 DDA Budget as presented. The motion passed. Rogers and possibly Jay will meet with City Council at a Budget Workshop on Oct. 22nd from 7-9 pm.

E. Other

Ed Arnold reminded the Board there was graffiti on the west wall of the water plant on West Ave. Rogers will speak with the property owner as he hand painted it the last time graffiti occurred as the power washing took off the paint.

8. PROJECTS

A. Rifle Farmer's Market Volunteer Appreciation

An appreciation get together will occur on Tuesday, October 21st at Sammy's Steakhouse for all the volunteers who helped make the market a success this year.

B. Rifle Main Street First Fridays

October 3rd – Fall Festival, Alpine Echo, Acoustic Mayhem at the UTE

November 7th – Ladybug Express

December 5th and 6th - 'Hometown Holiday' Dec. 5th and 6th

9. MAINTENANCE

A. Old Banner Poles

Rogers will continue to speak with Bobby Odell, who states the removal of the three sets of poles will occur at night because of traffic issues sometime this fall.

Odell indicated the hold-up was Rick Barth, City Engineer, who was supposed to get back with him.

B. Sprinkler Systems Winterization

Completed on Monday, Sept 29th.

C. Other

The issue of snow removal was brought up. Rogers will look into companies who are already in the downtown area.

10. ADJOURN

A motion to adjourn was made by Frontella seconded by Barker, approving unanimously. The meeting adjourned at 8:07 am.

Respectfully Submitted,

Helen Rogers
DDA Manager