

DDA

Downtown Development Authority
Rifle, Colorado

MINUTES

Wednesday, June 5, 2013
Rifle City Hall

1. CALL TO ORDER:

Chairman, Jay Rickstrew, called the meeting to order at 6:58 a.m.
Members Present; Gil Frontella, Nella Barker, Wilma Paddock, Randy Winkler, and Michael Langhorne
Members Absent: Sally Brands, Tom Stuver
DDA Manager Present: Helen Rogers
Guests Present: Nathan Lindquist; City Planner, Dana Ingram; RREDC/Main Street Director, Frank Ladd; CEO, RACC, Ed Arnold, DHM Design Reps Charlie Kees and Bailey Kane.

2. APPROVAL OF MINUTES:

A motion was made by Langhorne, seconded by Barker, to approve the minutes of May 1, 2013, approving unanimously.

3. BILLS TO BE APPROVED:

1) Mr. Power S; Sidewalk power washing, downtown flowers; \$828. 2) Gil Frontella, Downtown Maintenance; \$289 3) All About Sprinklers; \$2,599.10 4) DHM Design for Wayfinding; \$1,567.20. 5) VIP Trash Services; \$145 6) Renew Rifle Bills; Citizen Telegram; \$198, Mt Valley Tree Farm, Mulch; \$978, Petty Cash Coffee and Donuts; \$69.72, Hy-Way Feed, Buck-n-Rail Fence, \$1012.80, City of Rifle, Meter Pit, \$594.62, Jay's – lunch for volunteers, \$450.00. Totaling \$3,303.14.

A motion was made by Paddock, seconded by Winkler, approving unanimously.

4. FINANCIAL REPORT:

The Financial Report was presented for review. A motion was made by Langhorne seconded by Paddock to accept the financial review as presented, approving unanimously.

5. MANAGER'S REPORT:

DDA Administration – 62.5 hrs.

- Moved the DDA Office to 218 E. 3rd St.
- Met with All About Sprinklers regarding start-up and replacing timers on 4th St. The Museum lot was started up with few problems – one head needed replaced. The

Museum corner irrigation pipe was cracked and replaced as was Alpine Bank. Timers will go on the 2nd St. Lot and East Ave. today.

- Met with the owner of the new restaurant, Shooters, regarding signage and paint reimbursement.
- Participated in a transportation webinar, taught by Jim Charlier and the Sonoran Institute.
- Obtained Flower Pots for the downtown from Niemann's Gardens and distributed them. One was stolen last week. Another had the center pulled out.
- Met with Amelia Shelley, Library Board members and others regarding the relocation of the DDA Office, Chamber, RREDC. The latest thought is to go for a DOLA Grant in December. Estimates with FFE are around \$370,000. A 25% match is needed. An MOU with the Library will need to be written, payment of rent needs to be resolved.
- Spoke with reps for Seal Coating the DDA Parking Lots and will discuss later.
- Met with the Main Street Committee and DHM Design to discuss Wayfinding Solutions.
- Includes daily emails and communication with City Staff and others, prep for DDA Meeting, DDA Meeting and Minutes, Budget Report, and Manager's Report.

New Ute Events Center Restoration – 11 hrs.

- Attended City Council Workshop regarding PNCI, out of Grand Junction. Selected for the General Contractor for the interior UTE Construction.
- Construction will start Monday, June 17th. Water and Sewer connections have started with the City Crews.
- Corresponding with Denver Film Society regarding additional Gates Foundation money, \$20,000. In question is whether we qualify for the grant with the type of digital system we are getting.
- Coordinated an article on NUTS in the PI, May 23rd.

Visitor Improvement Fund – 16 hrs.

- Met with Mike Samson regarding Garfield County funding for the Boat Ramp. He suggested asking the Commissioner's to use its Discretionary Fund for matching monies. The Estimated match needed is \$40,000.
- The Boat Ramp Lease Agreement with CDOT is on tonight's Council Agenda, asking Council to direct the City Manager to sign the Lease Agreement. Funding raised so far is Alpine Bank; \$5,000, Clough Foundation; \$10,000, VIF, \$20,000 (2014 Budget), Wells Fargo, pending \$5,000. Need approximately \$80,000 match for GOCO Grant.
- The intent is to apply for a GOCO Grant in March of 2014. Attended a GOCO Stakeholders Meeting on May 3rd in Eagle and discussed the project with them.
- Attended a Rifle Historical Society Meeting at the old CMC Building. They will be helping target historical sites and narratives they want to have on the gateway signage through the NWCCHT project.

6. CHAMBER UPDATE:

Frank Ladd presented the Chamber Report. Business After Hours will be hosted by Verizon and located at Jay's Restaurant in the breeze way on June 25th. A Natural Gas Rig Tour will be held on July 11 at one of the WPX Rigs. This year's Chamber Scholarships were awarded to Taylor Walters and Ely Boone for \$1,000 each. A new radio program called 'Focus on the Chamber', sponsored by Columbine Ford, offers radio spots for members who would like to advertise through this media. Also, the Chamber has started a program called 'Chamber for Good' which invites non-profits to share their needs on line so that those who want to can donate to them. The Garfield County Fair will be held August 10th. This is the 75th anniversary of the fairgrounds.

7. NEW BUSINESS:

A. RREDC Update

Langhorne stated confirmation regarding the grant from the USDA Rural Development Dept. for matching Revolving Loan Funds for \$50,000 should come soon.

The RREDC have several pending projects coming along and will be announced soon to the public.

The Fair Grounds Site Improvements have started. The County is spending around \$1,000,000 towards improvements on the Fair Grounds this year. It is the 75th anniversary for the Fair Grounds.

The Main Street Coordinator, Dana Ingram, is leaving her position and moving to Denver this month.

B. Main Street Update, Mural, First Friday

A revision to the Parking Structure Mural was presented. The mural will tie in with the other WPA Style 'Postcards' in town where there are blocks of color for sake of consistency. It will say 'Discover Downtown' and just say 'Parking'. The project is funded by a grant from DOLA.

The First Friday Event will commence on Friday, June 7th. Many activities are planned in local businesses such as Fine Art Shows, Improvisation with the Boomtown Players, a Bike Trail Design Workshop at the Library, Music, and Classic Car Show at the newly created 2nd St. Lot and specials by downtown businesses.

The Art Fence Project with the Rifle Middle School Art Club is coming along. Another location may be looked at so it has more visibility.

On June 15th, there will be a Supply Give Away from 8-3pm. Lumber, Windows, Metal and lots of other stuff will be free for the taking.

A grant of \$7,000 is still pending from Lowe's.

C. DDA Office Relocation

Further discussion with the Library Board and MOU's need to be written. See Above in Manager's Report.

D. Wayfinding, DHM Presentation – Charlie Kees

The Main Street Committee has been meeting with DHM over the past 2 months. DHM came up with 3 Design Directions; Western Scheme, Bridge Scheme, and

Recreation Scheme. The Main Street Committee agreed upon the Western Scheme. These were all presented to the DDA who in turn agreed the Western Scheme seemed the most appropriate for Rifle. DHM will continue to refine the drawings and get them ready for fabrication.

- E. Signage Reimbursement, Shooters Restaurant
Rogers will continue to follow up with the owner for reimbursement.

8. PROJECTS

- A. DCI Institute – Rifle, July 26th
Downtown Colorado, Inc. will hold their quarterly meeting in Rifle with the emphasis on Promotions. Rifle Main Street will need to speak at one of the afternoon sessions. A Walking Tour, like the ones done for Governor Ritter, will likely occur, with a short talk beforehand on the Rifle Library Building, The New UTE Events Center, Centennial Park, Brenden Theatre and the 2nd St. Lot. The event will be held at the Library. The event is open to the public.

- B. First Fridays
Scheduled for June 7th. Plans are underway to involve downtown businesses, the library, classic car enthusiasts, bicycles, art and music. See above.
The next First Friday is July 5th and August 2nd.

- C. Downtown Flowers
Rogers along with Sandor Drucker placed the flower pots around town on June 5th. He will be watering them every other day or as needed. He will also water the curb extensions on East and West 3rd St. starting this week, twice a week.

- D. Bus Shelter
The Eagle Scout, Joseph Reyelps, phoned and stated he would like to get started again on the project. The site plan has been approved by CDOT. Further coordination with Tom Whitmore and others needs to occur. Rogers will follow up with him. Ed Arnold stated he needs to complete the project by the time he is 18 years old and needs to take responsibility and leadership for the project.

9. MAINTENANCE:

- A. Irrigation Start-up
Rogers met with Tim Kearns of All About Sprinklers. Several areas had leaks due to breakage and needed additional work such as the Alpine Bank corner and the Museum corner. Timers were added to all of 4th Street. Additional timers will be placed on East Ave. and the 2nd St. Lot.

- B. Estimates for Sealcoating, Crack Repair and Striping.
Rogers presented a spreadsheet for the 5 estimates for the two DDA Parking Lots. The estimates ranged from \$10,560 to \$6,170. Rogers compared the preparation,

application techniques, and stripping. Frontier Paving, Inc. was selected. A motion to approve their bid of \$6,170.15 was made by Langhorne, seconded by Paddock and the motion carried unanimously.

C. CMU Caps, W. 2nd St.

Rogers continues to look for matching CMU Caps for the 2nd St. location. Rogers has asked O&M to fill the hollow ones with gravel. They appear to have been run over at least once so far and hopefully will protect the new flowers pots.

10. ADJOURN: The meeting adjourned at 8:18 am.

Respectfully Submitted,

Helen Rogers
DDA Manager