

DDA

Downtown Development Authority
Rifle, Colorado

MEETING MINUTES

Tuesday, July 3, 2018

1. CALL TO ORDER:

DDA Board Member, Sally Brands, called the meeting to order at 7:04 a.m.

Members Present: Ed Arnold, Theresa Hamilton (Council Rep) Daniel LeMoine and Gil Frontella.

Members Absent: Ed Weiss, John Gilpin, Nella Barker, Randy Winkler and Jay Rickstrew.

DDA Manager Present: Helen Rogers

Guest Present: Kim Burner, GRIT Manager

2. APPROVAL OF MINUTES:

The minutes from June 6th were presented for review. A motion was made by Arnold seconded by LeMoine to approve the minutes. The motion passed unanimously.

3. BILLS TO BE APPROVED:

1) HR Design/Helen Rogers; \$2080.00. 2) VIP Trash Services; \$150.00. 3) Mr. Power S, Graffiti Removal; \$70. 4) Michael Thomas, Weeding, Tree Trimming; \$127.50. 5) All About Sprinklers; \$1100. A motion to approve payment of the bills was made by Arnold, seconded by Frontella, approving unanimously.

4. FINANCIAL REPORT:

The DDA Financial Report and City Report were presented for review. A motion was made by Hamilton, seconded by Frontella to approve the Financial Reports as presented. The motion passed. It was recommended an additional column be created to reflect 2018 Actuals. Rogers will create the column for the next meeting.

5. MANAGER'S REPORT:

DDA Administration – 79 hrs.

- The Rifle Farmer's Market started on June 22nd. We should have 19 vendors this Friday including Tony's Bakery from GWS. The sales tax issue with a few of the vendors was resolved. We have several Hispanic Vendors which brings more diversity to the market and seems to have increased attendance. The Colorado Double Up Food Buck program for SNAP recipients to buy fruit and vegies is increasing in numbers as well. We hope to have another produce vendor starting in the next few weeks which is Palisade Produce, who will bring more peaches. We have a good team of people, but two are leaving mid-July, so hoping new Board members will be able to fill in with tracking numbers for the state, working with the EDC for check

reimbursements to Vendors and the bands, set up and take downs and general management of the Market when problems arise.

- Attended the City Manager's Forum where 4 candidates attended. Apparently there was a 5th person. The City has chosen one and is in negotiations with him.
- Attended the VIF Meeting where options of what was happening for the 4th of July Celebration Eve were discussed. SITV will start at 7pm tonight, followed by Noodle Soup (dixilandish) on the UTE patio, and following them will be an Eagles Tribute Band at 9pm. All events are free. We were also discussing an outdoor film as the screen is still in storage at City Hall for future use.
- Graffiti was discovered on the Citidel Building on W. 3rd Street, also along Centennial Trail and over by LaQuinta along the trail. Looked like the same tagger. Found another small one on the Henry Building – a small stenciled 'R'. There is more on the Farmers Insurance Building on W. 3rd, but waiting for approval to remove.
- Watering the Parklet Flowers every other day, as Whistle Pig couldn't promise to try and keep them alive. Other flowers seem to be doing well and businesses are watering and fertilizing them.
- Attended the Chamber's Industry Forum which was on local Education Issues. RE-2 has not determined whether or not they will go to the voters for a mill levy increase yet – may see what the state outcome is. Working with CMC to find ways to improve building trade's education classes.
- There continues to be irrigation problems with needed valve replacement and new leaks. Cassie from the Water Dept. was able to turn on the water on the south side of W. 4th Street. The City's valves are corroded and won't turn on. Unfortunately, I couldn't get Shane at All About Sprinkler to return my phone calls, so going with Steve at S&M Plumbing.
- Completed tree trimming on East and West 4th Streets. I'm in the process of buying a used trailer, which makes it much easier to haul branches up to the cemetery.
- Other activities are admin related with regard to agendas, meetings, documentation, emails, budget and finance as well as coordinating general landscape maintenance in the downtown.

6. NEW BUSINESS:

A. Intro to VIF/Main Street manager, Kim Burner

Kim introduced herself as the new GRIT (Greater Rifle Improvement Team) Manager. Having managed 3 other Main Street programs in 3 states, she comes highly qualified to run the program. She is also a retired newspaper publisher as well as experience working with the Rifle Chamber of Commerce.

B. Park 'n Ride, Glen Larner Property

Lindquist was not present to address this topic. Hamilton stated a plan is in the works to hire Jim Charlier, a Transportation Expert, to help address the design for the Park 'n Ride. The City is working on cost analysis for the project, and will use the CDOT Devolution money to help pay for it.

C. Other

Hamilton stated the RE-2 Schools survey results were presented to the School Board last week. Under consideration by the Board is to propose an increase in the mill levy for teacher salaries only – dependent on if the proposed state bill passes it would be

null and void. Another thought is to propose a bond for building a new vocational-tech building and/or supplementing similar programs in RE-2. All options are under development by the task force group.

Hamilton also stated the Council hopes to hire a City Manager by July 9th. The contract is under negotiation at this point.

7. PROJECTS

- A. Welcome to Rifle Gateway Signage
No information as to why the sign has not gone up.
- B. Irrigation System on W. 4th St.
Rogers will be working with another business, S&M Plumbing as All About Sprinklers has not finished the job and is not returning phone calls.
- C. Rifle Lock and Vacuum Tree Issue
Don Locke has decided to wait to cut down the Locust tree in front of his store.

8. MAINTENANCE

- A. General Downtown Maintenance
Rogers will continue to have a worker weeding, pruning and cleaning up the curb extensions and sidewalks at least once a month.
- B. Street Sweeping
Rogers stated the Street Crews went by twice since the last meeting. Mike at O&M stated they go back and forth between the round-a-bouts and downtown, so it should be done twice a month.
- C. Graffiti
Rogers asked DDA Board members to let her know if any more is seen around town so it can be addressed.

9. ADJOURN

The meeting adjourned at 8:40 am.

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager