

DDA

Downtown Development Authority
Rifle, Colorado

MEETING MINUTES Wednesday, May 2, 2018

1. CALL TO ORDER:

DDA Chair, Nella Barker, called the meeting to order at 7:01 a.m.

Members Present: Ed Weiss, Randy Winkler, Sally Brands, Ed Arnold, Gil Frontella, and John Gilpin.

Members Absent: Jay Rickstrew, Theresa Hamilton (Council Rep) and Daniel LeMoine.

DDA Manager Present: Helen Rogers

Guests Present: Nathan Lindquist; Rifle Planning Director

2. APPROVAL OF MINUTES:

The minutes from April 4th were presented for review. A motion was made by Brands, seconded by Winkler to approve the minutes. The motion passed unanimously.

3. BILLS TO BE APPROVED:

1) HR Design/Helen Rogers; \$2080.00 2) All Around Property Mgmt; Retainer; \$225. 3) Mountain Waste & Recycling; \$68.20 4) VIP Trash Services; \$150.00 5) Mountain View Tree Farm, Mulch; \$410.00 6) Petty Cash; \$215.00. 7) Whistle Pig; Renew Rifle Lunch, \$380. Already approved was payment for half the downtown flowers (\$1116 to New Castle Gardens). A motion to approve payment of the bills was made by Arnold, seconded by Brands, approving unanimously.

4. FINANCIAL REPORT:

The DDA Financial Report and City Report were presented for review. Rogers will speak with the Finance Director and determine when the TIF money is taken out of the DDA Budget, which causes the collections at the end of the year to be less. The budget will need to be adjusted. A motion was made by Brands, seconded by Weiss to approve the Financial Reports as presented. The motion passed.

5. MANAGER'S REPORT:

DDA Administration – 73.5 hrs.

- Most of my time was spent planning for the Renew Rifle Downtown Clean-Up which occurred April 21st. The Parklet was rebuilt with the help of David Garcia's family and friends. He's part owner of the Whistle Pig. The volunteers re-mulched the bump-outs, and others cleaned up Rifle Creek from Centennial Park down to the Highway 6&24 bridge. Volunteers received lunch, prizes and free vegetable seeds through Growing Empowerment. We had over 20 people participate this year.
- The Farmer's Market will be starting next month, Friday, June 22nd. We were just contacted by another peach producer – so we should have 3 vendors who will carry

peaches. New to the Market will be Sprouts Corner which will have activities appropriate for children. We will be losing 2 Board members this summer, Mark Russell (Align Multimedia) and Mandy Klauk (Art Teacher) as they are moving to Minnesota.

- Attended one day of DCI's Annual Conference which was held in Boulder this year. The TOD (Transit Oriented Development) project was massive but underbuilt by Boulder standards with limited underground bus access. Several apartment buildings surround the area with the new Google building are going up adjacent to the area. They moved the historic train station to the location and is now a favorite watering hole and restaurant.
- PUMA presented their latest TOP 10 Trends Report Affecting Downtowns. See handout.
- Regarding maintenance issues, a tree was purchased from the Mountain Tree Farm for half price – was supposed to be planted last week on 4th Street. A pine tree is dying on the NW Corner of the Museum Lot and needs to come out. All About Sprinklers will have a new owner shortly and have left a message to set up a time for start-up this month.
- 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. New RFTA Bus Route, Downtown, Walmart, CMC

A workshop with the BOCC will occur Thursday, May 3rd, 6pm, at the Library to discuss routing options in Western Garfield County, between Parachute and Rifle. Also connecting routes such as a circular from downtown, Walmart and CMC needs to be discussed.

B. Fourth St. Pedestrian Crosswalk by Post Office.

There did not seem to be consensus on the degree of hazard the crosswalk presents. Lindquist suggested taking it in front of City Council to discuss further when DDA and City Council meet for a workshop –TBD.

C. Sidewalk / Curbs Rehab. /FMLD Small Grant up to \$25,000

The Board reiterated keeping the design similar to what's there so no need to apply for a grant to redesign them. Another topic to discuss with City Council. Lindquist stated he supports the idea and wants to move forward on renovations, however, the City Engineer resigned and there is no one to see the project through. More likely to occur in 2019, however there is a separate sidewalk and street fund that could be tapped into. TBD.

D. Mural on W. 2nd Street 625 Water Building

Rogers spoke with the owner, Tony, who would still like to get the mural completed. It was suggested using matching TIF/URA money to help pay for it. Rogers will stay in touch with the owner to follow up with the project.

E. New Pool Design Update

The new pool concept is coming in over budget by \$2.7 M. The last estimate for construction was \$7.7 M. A public workshop will occur May 10th at the Library to inform the community of steps being taken to downscale the project. Construction likely won't start until fall of 2019. There may be money available in a new Anvil Points litigation Fund for Western Garfield County which could impact the deficit. Council and staff will be meeting with the BOCC to discuss.

F. Carve Wars, May 5th, East and West 3rd Street, UTE Theater

The Carve Wars Event is Friday, May 4th and Saturday, May 5th with around 5 chain saw stations occurring on East and West 3rd Street. The street will be closed during that time. A concert is planned at the UTE Theater, Saturday night with three Colorado Bands playing.

G. Other

Stephanie Freas, Rifle Branch Manager, resigned from the DDA Board as she is moving to take another position in Ohio.

The company searching for the City Manager's position has several Colorado people on their list of candidates. Council members will skype several to determine who they want to bring to Rifle to interview.

The Main Street Director position will be posted shortly.

7. PROJECTS

A. Welcome to Rifle Gateway Signage

Winkler indicated the sign is very close to being done. Lindquist indicated the final design was presented to Council for approval. The project can move forward and be installed ASAP.

B. Downtown Flowers, Parklet Flowers

Rogers will check on the flowers at New Castle Gardens. They are to be ready by Memorial Day. Rogers will also plant the flowers at the parklet this week in time for the Carve Wars Event.

C. Container Storage

Rogers has not bought the vertical shelving yet for the storage container. Rogers will use petty cash to purchase it.

8. MAINTENANCE

A. General Downtown Maintenance

Rogers will continue to have a worker clean-up the bump-outs at least once a month.

B. Pine Tree Removal, E. 4th Street

The Pine Tree on the NW Corner of the Museum Lot is dying and needs to come out, and possibly the cottonwood next to it. Rogers will follow up with a tree service for removal.

9. ADJOURN

The meeting adjourned at 8:02am.

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager