

# DDA

Downtown Development Authority  
Rifle, Colorado

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## MEETING MINUTES Wednesday, April 4, 2018

### **1. CALL TO ORDER:**

DDA Chair, Nella Barker, called the meeting to order at 7:02 a.m.

Members Present: Ed Weiss, Jay Rickstrew, Stephanie Freas, Randy Winkler, Sally Brands and Daniel LeMoine.

Members Absent: Theresa Hamilton (Council Rep) Ed Arnold and Gil Frontella.

DDA Manager: Helen Rogers

Guests Present: Nathan Lindquist; Rifle Planning Director

### **2. APPROVAL OF MINUTES:**

The minutes from March 7th were presented for review. A motion was made by LeMoine, 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; \$450. 3) Mountain Waste & Recycling; \$61.60 4) Michael Thomas, downtown maintenance; \$147.00. A motion was made to approve the bills from Brands, seconded by Lemoine, approving unanimously.

### **4. FINANCIAL REPORT:**

The DDA Financial Report and City Report were presented for review. Brands indicated she spoke with the Finance Director regarding property tax collections. Apparently, the TIF (Tax Increment Financing) for the URA is taken out of the beginning balance of the DDA Budget, causing the collections at the end of the year to be less. A motion was made by Rickstrew, seconded by Winkler to approve the Financial Reports as presented. The motion passed.

### **5. MANAGER'S REPORT:**

#### **DDA Administration – 69 hrs.**

- Attended the Garfield Economic Development Partners Meeting in GWS on March 21<sup>st</sup>. A presentation was given by Michael Lowe, Executive Director of Glen X. The group has created a space for coworking where individual entrepreneurs gain education on start-ups, attend networking events to discuss their ideas, connecting their new business with mentors, investors and resources. Their goal is to build an ecosystems to attract and support new businesses. Lowe stated they've had 41 new businesses created in the Carbondale area including the Marble Distilling Co., Roaring Fork Spice Company and Run Wild Retreats to name a few. Marmot Clothing was initially created at CRMS. There are several of these Co-Working

spaces on the Western Slope. Telluride offers a \$30,000 investment to start-ups. GarCo will be working with our RREDC to create a Co-Working Space in Rifle in the downtown area in 2019. It sounds as if they will support an SBDC. RFTA and Garfield County will be holding a workshop on expanding the Hogback Routes on May 3<sup>rd</sup> at the Rifle Library. They are talking about connecting our Downtown, Walmart, and CMC as well as connecting Parachute to Eastern GarCo. The need became apparent during the Grand Ave. Bridge Construction with increased ridership.

Also, Bustang, the East/West Route from Denver to Grand Junction will start June 29<sup>th</sup>, and will cost \$31 to get to Denver.

Parachute's new Boat Ramp is complete. We'll see an increase in our ramp because of it. However, they are trying to promote jet boats downriver to DeBeque.

- Attended the Chamber's Industry Briefing over at the CMC Campus. Speakers were Mike Johnson with Johnson Construction, Jeb Savage of Savage Land Company, and Peggy Enquist, owner of Colorado Kitchens. Increased civil construction has been seen, but not enough skilled employees are in the area. A Vocational Technical program needs to be created within RE-2 and CMC. Perhaps a work/study internship for skilled labor, receiving school credit. Savage stated materials have increased as much as 30%, raising the cost of home construction. People want single family homes, but can't afford them. Want to pay \$250,000 instead of \$275,000 which they cost to build. He is planning on building 4-5 Single Family homes this year. The average cost of a home in Garfield Co. is \$400,000 now.

Peggy indicated she's seeing people coming from both coasts, bringing home-based businesses. They are coming here due to better quality of life issues.

- Attended GarCo Comprehensive Economic Development Strategy Working Session on March 29<sup>th</sup>. AGNC is pursuing Northwest Colorado's designation by the ED Administration as an ED District. The purpose of this meeting was to involve public, private, and non-profit sectors to establish a strategic blueprint for regional collaboration when applying for Federal Grants.
- The Farmer's Market continues to receive applications. Early Morning Orchards and Anita's Pantry and Produce are returning. Working on New Castle Gardens, Pizza and food vendors as well.
- Renew Rifle Downtown Clean-Up planning continues. We hope to rebuild the Parklet in front of The Whistle Pig, re-mulch the bump-outs, and possibly clean up Rifle Creek from the Park down to the Highway 6&24 bridge. Volunteers receive lunch, prizes and free vegetable seeds through Growing Empowerment. They only ask to have a few vegies contributed back to area food banks.
- The flower pots were delivered to New Castle Gardens and will be ready Memorial Weekend.
- Jeff Powers Tree Service assured me he will take out the trunk along E. 4<sup>th</sup> street this week and will replant another tree in its place.
- Polanka's Polish Restaurant continues to work on signage. They are going in the McLearn Building along Railroad Ave. Due to open April 14<sup>th</sup>.
- 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 City Hall Overview / Workforce Housing Concept Status

Lindquist indicated City Council put the project on hold due to various reasons. They will not apply for the grants from DOLA or FMLD. Council's priorities for the coming year will be hiring a new City Manager, Final Design of the Municipal Pool at Metro Park, Project Management of utility projects already on the books, and continue Strategic Planning Goals for the year. No action was taken by the DDA Board in support or non-support of the project.

### B. Fourth St. Pedestrian Crosswalk by Post Office.

Rogers sent a letter to the City Manager as well as the Mayor after the last DDA Meeting. It reads as follows:  
March 7, 2018

Jim Nichols  
Rifle City Manager  
202 Railroad Ave.  
Rifle, Colorado 81650

#### **RE: Parking along Railroad Ave. in front of Post Office**

Dear City Manager,

The Rifle Downtown Development Authority is writing this letter in response to the Post Offices stance on parking along Railroad Ave.

The hazardous pedestrian crossing at Railroad Ave. and 4<sup>th</sup> Street needs to be addressed. Due to cars parked along the east side of Railroad Ave. in front of the Post Office, resulting in poor visibility of cars and trucks when people are trying to cross, the DDA Board feels something must be done before someone is injured.

The DDA would like to temporarily suspend parking for 4 months in front of the Post Office from the alley to E. 4<sup>th</sup> Street, thereby evaluating the pedestrian crossing line of site.

Thank you for helping to address this problem as we look forward to finding solutions to help make Rifle a more pedestrian friendly town.

Sincerely,  
Helen Rogers  
DDA Manager

Lindquist suggested taking it in front of City Council to discuss this possibly in June.

### C. Sidewalk / Curbs Rehab. /Other Downtown Capital Improvements, 2018

To reiterate the priority list:

1. Bump-Outs on East and West 3<sup>rd</sup> Street
2. Sidewalk Replacements
3. Curb and Gutter Replacements (East Ave. Tree Wells)
4. Railroad Ave. between 3<sup>rd</sup> and 4<sup>th</sup> Street
5. Irrigation System

Any action on this list appears to be on hold.

Wendy's downtown construction will be moving forward this spring when the conditional site plan is completed and approved.

The Railroad Ave. water project between 3<sup>rd</sup> and 4<sup>th</sup> Streets may occur in the next year or two.

D. Mural on W. 2<sup>nd</sup> Street 625 Water Building

Weiss indicated he would like to address helping the owner paint the building in any way he can. It was suggested using TIF/URA money to help as well as using the DDA Storefront Incentive of \$200 per 25 linear feet for paint reimbursement. Rogers will speak with the owner and discuss.

E. Other

Rogers asked to attend the DCI Conference in Boulder for one day, Thursday, April 12<sup>th</sup> at a cost of \$175.00. There are several pertinent topics that day including Boulder Junction; Mixed Use, TOD, Affordable Housing Project, and DHM's Catalyzing Change in Downtowns. A motion was made for Rogers to attend by Brands, seconded by Winkler. The motion passed.

Rickstrew indicated RE-2 and CMC are looking into a joint use Vocational Center, which can be used during the day by RE-2 Students and by night, CMC Students. A Culinary Kitchen may be part of the concept as well. This may go on the ballot in November and a location has yet to be determined.

## 7. PROJECTS

A. Renew Rifle Spring Community Day, April 21st

The plan is to rebuild the Parklet on E. 3<sup>rd</sup> Street, Mulch 3<sup>rd</sup> and 4<sup>th</sup> Streets, and clean-up Rifle Creek from Centennial Park down to 6&24. The Library is reserved for lunch, catered by Whistle Pig and Growing Empowerment will be offering free vegetable seeds.

B. Welcome to Rifle Gateway Signage

Winkler indicated Micro Plastics has started to work on the sign. Lindquist indicated he will be showing the design to Council at tonight's meeting for final approval.

C. Downtown Flowers

Rogers took all the flower pots over to New Castle Gardens for planting. They are to be ready by Memorial Day.

D. 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 someone clean-up the bump-outs at least once a month.

B. Tree Replacement, E. 4<sup>th</sup> Street

Jeff Powers Tree Service indicated he would remove the tree stump this week.

**9. ADJOURN**

The meeting adjourned at 8:06am.

Respectfully Submitted,

Helen Rogers  
Part-Time DDA Manager