

DDA

Downtown Development Authority
Rifle, Colorado

Wednesday, August 7, 2019

1. CALL TO ORDER:

DDA Board Past Chair; Nella Barker, called the meeting to order at 7:03 a.m.

Members Present: Ed Arnold, Sally Brands, Raquel Mendizabal, Gil Frontella, and Jay Rickstrew.

Members Absent: Theresa Hamilton (Council Rep), Ed Weiss, Randy Winkler, and Daniel LeMoine

DDA Manager Present: Helen Rogers.

Quests Present; Craig Spaulding, City Engineer, Kim Burner, GRIT Manager, Kevin Atchison, downtown business owner.

2. APPROVAL OF MINUTES:

The minutes from July 1st were presented for review. A motion was made by Arnold, seconded by Brands to approve the minutes, then a correction was made to the minutes. A second motion was made by Arnold, seconded by Frontella to approve the minutes with the correction. The motion passed.

3. BILLS TO BE APPROVED:

1) HR Design/Helen Rogers; \$1,965 2) Mountain Waste & Recycling; \$67.40, \$67.40 3) Michael Thomas; \$570. A motion to approve payment of the bills was made by Brands, seconded by Rickstrew, approving unanimously.

4. FINANCIAL REPORT:

The DDA Financial Report and City Report were presented for review. A motion was made by Brands seconded by Ed Arnold, to accept the Financial Reports as presented. The motion passed.

5. MANAGER'S REPORT:

DDA Administration – 65.5 hrs.

- The Farmers Market is going well. We're halfway through the season. Working on the Farm to Table Fundraiser Dinner set for Sat. Sept 14th. We're adding Alaskan Salmon (Burners) to the menu along with Prime Rib and locally sourced vegies and fruits. Noodle Soup Jazz Band from SITV will be playing again for the venue up at the Bookcliff's Arts Center.
- The main emphasis on maintenance issues has been to keep the curb extensions weeded and the parklet flowers watered every day. The umbrellas have needed to be

repaired several times. I've run out of parts so we may need to purchase another one. I have a sewing machine, so when the ends pop out, it's easy to repair.

- Someone blew out the clock glass in front of the Post Office – did it last Wed. night to the north side and then came back the next night and blew out the south side. The City was on top of cleaning up the tempered glass and then covered it with a tarp. I went to Elmer Glass and notified them to measure for it as the clock continues to work. The glass is due in the end of this week. Cost for the glass was over \$700. The City now owns all the Community Newspaper Statues as well as the clock. Spoke with Alpine Bank, ANB, and Post Office about security cameras, but nothing is facing that direction.
- Walker Electric called yesterday. The globe they put in has no reflector that fits in the top of the globe to make it 'dark sky' so they have ordered one. They're going to leave the globe they put on for now, but will look different than the rest on 3rd St.
- Seems to be excess signage along 3rd. It's A-1's and Brian Prunty was going to look into it – if it was 'Fair' related. Also, signage notification of heat levels in cars for people who leave their pets in their cars and trucks. The Rifle PD set them out – says to call 911 if anyone is doing this.
- I will continue to get resolution on the broken Irrigation System by the Museum and a valve by the Tortilla Shop.
- Other activities are admin related with regard to agendas, meetings, documentation, emails, and obtaining invoices from vendors.

6. NEW BUSINESS:

A. Redesign of 3rd St. and Railroad Ave., RFP's

Craig Spaulding, City Engineer, presented concept drawings of 3rd Street and Railroad improvements. There are two engineering firms selected to bid; Colorado River Engineering (CRE + Ciavonne) and Schmueser, Gordon, Meyer (SGM + DHM). Council will decide at the August 21st Council Meeting. The cost of planning is around \$300,000. The sidewalk and street improvements will enhance the curb extensions with seating and shade and create a more pedestrian friendly atmosphere. The planning will occur this fall, along with community meetings. Construction will occur likely in the spring estimated to cost \$1,300,000. It is being paid for through the Water Fund, Street Improvement Fund and Capital Fund with a matching grant from DOLA (Dept. of Local Affairs).

B. Western Adventure Weekend

Kim Burner, GRIT Manager, stated the two day event will cost less and be somewhat smaller than previous years. There will be a concert at the UTE Friday night instead of setting up a stage on E. 3rd Street. Saturday's events will continue with activities for the kids, a Mountain Bike Race (Roan Cliff Chaos), and a 5 Points Film Festival at the UTE. Railroad will be closed from 8-5 on Saturday.

C. Budget

Board members asked to have a draft budget sent out ahead of the next meeting. Brands also asked Rogers to provide hours spent on the Rifle Farmers Market. The draft budget is due to the Finance Director by Sept 15th.

D. Other

Rogers pointed out several street signs have been left on the curb extensions. Apparently, several closures were needed with the construction of Wendy's. They will be removed soon.

There are 3 seats open on City Council with election in September. DDA Board member, Raquel Mendizabal, is running for a seat. She is running to promote Small Business, Empowering Youth in our community and as a Hispanic Voice, which Council is lacking.

7. PROJECTS

A. Rifle Farmers Market, June 21st – Sept. 6th

See above in Managers Report

B. Downtown Flowers and Parklet

Rogers continues to water the Parklet flowers, daily until Western Adventure Weekend.

8. MAINTENANCE

A. General Downtown Maintenance - Weeds

Rogers continues to work with people to weed and prune throughout the downtown.

B. Irrigation System

Rogers will continue to address the problems within two of the pits where the City needs to fix them. Rogers has called Cassie at the City, twice. Craig Spaulding took note of this issue.

C. Third Street Bridge Lamp Broken

See above in Managers Report

D. Clock Glass Repair – Elmer Glass, City

Rickstrew stated there should be a reward posted of \$2,500 as to finding the people who did this as it might likely happen again. Rogers will follow up with Rifle PD.

E. Parklet Maintenance

On-going.

9. ADJOURN

The meeting adjourned at 8:15 am.

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager