

# DDA

Downtown Development Authority  
Rifle, Colorado

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Wednesday, October 2, 2019

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

DDA Board Chair; Randy Winkler, called the meeting to order at 7:03 a.m.

Members Present: Ed Arnold, Sally Brands, Raquel Mendizabal, Nella Barker, Ed Weiss and Daniel LeMoine.

Members Absent: Gil Frontella, Theresa Hamilton (Council Rep) and Jay Rickstrew,  
DDA Manager Present: Helen Rogers.

Quests Present; Kim Burner, GRIT Manager, Nathan Lindquist, Asst. City Manager and Planning Director.

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

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

## **3. BILLS TO BE APPROVED:**

1) HR Design/Helen Rogers; \$1,966.50 2) Connie Taylor; \$150 3) Mountain Waste and Recycling; \$67. A motion to approve payment of the bills was made by Brands, seconded by Arnold, approving unanimously.

## **4. FINANCIAL REPORT:**

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

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

### **DDA Administration - 80 hrs. worked, paid for 66.5. Volunteered 13.5 hrs.**

- The last Farmers Market was Friday, Sept 6th. We had a good turnout and a new band called Firethorn Trio, Art and Melanie Dahl, played along with the Rifle Gap Camp Hosts who play up at the Gap during the summer. Most of my time this month was focused on the Farm to Table Fundraising Dinner on Sat. Sept 14<sup>th</sup>. It was a success, feeding around 80 people. Have not met as a Board to discuss the final finances for the year, but in the past few years we've been able to make about \$4,000.
- The GRIT Meeting on Sept 10<sup>th</sup> included discussion about the Downtown Design Options.
- Western Adventure Weekend was busy, but not sure it was as busy as the past few years. The UTE provided a free concert with Buckstein out of Denver, drawing about 125 people. On Saturday, there were about 12 vendors on 3<sup>rd</sup> St. Beer was provided by the Chamber. Several bands played in the aft., with a 5 Points Film Festival on Sat.

night. The Roan Cliff Chaos Mtn Bike Race Sat. am was well attended with more racers than ever before.

- Met with the new owners of Jalisco, a couple of times, where Chamos was located. They wanted to make sure the colors were acceptable for 3<sup>rd</sup> Street. Gave them the Storefront Improvement Forms and Signage Forms.
- Repaired two of the umbrellas at the Parklet due to wind damage.
- Participated in the monthly Hometown Holidays organizational meeting. I'll be in charge of the Storefront Display Contest and help with the parade. Anyone want to help judge this year? The event will be held Dec. 6<sup>th</sup> and 7<sup>th</sup>.
- Shared statewide grant information with Kasey Nispel regarding their search for funding a full-time and part-time employee as well as heating the Museum building year round. The Heritage Group is looking for \$116,000. I have not heard anything more on the RV parking request.
- Other activities are admin related with regard to agendas, meetings, documentation, emails, and obtaining invoices from vendors.

## **6. NEW BUSINESS:**

### A. Budget, 2020

Brands stated she and LeMoine looked at the figures and did a few changes. A motion was made by Barker, seconded by Mendizabel to approve the proposed budget. Ed Weiss stated he would create a spreadsheet for the upcoming year to better coincide with the City's ledger. He also stated he would like to create a reserve analysis for upcoming projects. Rogers will continued to collect the bills and process them with the City's Finance Dept.

### B. Remington Square, New Owners

Lindquist connected with the new owner, Jerry Rich (Florida and Aspen) and Architect Donald Lang of Boca Ratone, Florida by phone during the DDA meeting. The project consists of constructing two single story buildings connected by a breezeway, which would create a single lane drive between the old and new buildings. Parallel parking would be alongside the existing building, with angle parking in front of the new building located next to W. 4th St. which exists now. The existing parking to the west of the old building would remain. Several concerns addressed were delivery parking, if there was enough parking for employees and shoppers and whether the existing Remington Square would see some updating to at least relate to the new.

Lindquist stated more drawings are coming before Planning and Zoning on Oct.29<sup>th</sup>.

### C. Downtown Residential Opportunities

Lindquist reports several ideas are resurfacing regarding the relocation of the Park 'n Ride along with new development of mixed use, residential and commercial in the Glen Lerner property.

### D. Signage and Storefront Improvements

Winkler presented two sign proposals, one from Jalisco and one from Crescent Moon. Both seem appropriate for signage reimbursement. They both need to turn in the paperwork.

E. All Around Property Maintenance, Snow Removal Contract

A motion to approve the snow removal contract from Nov. 15<sup>th</sup> – April 15<sup>th</sup> was made by Ed Arnold, seconded by Barker, approving unanimously.

F. Other

Lindquist stated they are trying to set up a second Downtown Design meeting on Wed., Oct.30<sup>th</sup>, 6pm at the Library.

**7. PROJECTS**

A. Deconstruct Parklet, week of Oct. 7th

Rogers reports Greg Henderlong has agreed to take the Parklet apart and take it to the O&M site to be stored.

B. Collect Flower Pots for Winter Storage

Rogers is asking the merchants to stop watering the flower pots so they can be transported to the cemetery, then placed in storage in the DDA Container on the O&M grounds.

C. Large Holiday Decorations Rehab

Rogers reports the tape holding the lights on the metal frame is falling off and needs replaced with white electrical tape. Barker has offered her barn as a place to work on them.

**8. MAINTENANCE**

A. General Downtown Maintenance - Weeds

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

B. Irrigation System Winterization

Rogers will coordinate with Buddy Rogers to flush out the system in early October.

C. Third Street Bridge Lamp Broken

Walker Electric has ordered the missing reflecting part for the light fixtures and will add it when it comes in. Called again on Sept. 30<sup>th</sup>.

**9. ADJOURN**

The meeting adjourned at 8:34 am.

Respectfully Submitted,

Helen Rogers  
Part-Time DDA Manager