

DDA

Downtown Development Authority
Rifle, Colorado

Wednesday, February 5, 2020

1. CALL TO ORDER:

DDA Board Vice-Chair; Ed Weiss, called the meeting to order at 7:00 a.m.

Members Present: Ed Arnold, Gil Frontella, Jay Rickstrew, Raquel Mendizabal, Daniel LeMoine, Kevin Atchison and Jacquelyn Johnson.

Members Absent: Randy Winkler, Theresa Hamilton (Council Rep)

DDA Manager Present: Helen Rogers.

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

2. APPROVAL OF MINUTES:

The minutes from January 2nd were presented for review. A motion was made by Rickstrew, seconded by Arnold to approve the minutes. The motion passed.

3. BILLS TO BE APPROVED:

1) HR Design/Helen Rogers; \$1,950 2) Mountain Waste and Recycling; \$71.85 3) All Around Property Mgmt; \$1,380. 4) Mr. Power S; \$360.5) Downtown Colorado Inc.; \$350. 4) VIP Trash Services \$960 for 6 month@\$160 ea. A motion to approve payment of the bills was made by Arnold, seconded by Rickstrew, approving unanimously.

4. FINANCIAL REPORT:

The DDA Financial Report was presented for review. Ed Weiss presented the final 2019 report indicating several discrepancies at this time. A motion was tabled until it can be looked into.

5. MANAGER'S REPORT:

DDA Administration - 65 hrs.

- This past month, spent many hours taking down the Christmas Lights. Seemed harder to take them down than putting them up. The red changing to white will be up through the end of February.
- Visitor Improvement Fund (VIF) Grant application were heard at the last meeting. They include Western Garfield County Chamber of Commerce Hometown Holiday; \$35,676, Bookcliff Arts Council; \$5,000 for Sunday Night Sunset Concert Series and stage improvements, Rifle Rendezvous: \$5,000, for promotions, Rifle Farmers Market; \$4,000 for Acoustic Bands each night of the Market, Rifle Summer Baseball Wood Bat tournament; \$1,000, Rifle Heritage Center Museum, \$35,000 to match \$30,000 for the purchase of a new heating and cooling system.

- Participated in an Active Shooter and Wound Workshop over at the UTE, given by Tommy Cline, Rifle Police Chief and a nurse from Valley View. Flight, Fight or Hide was the theme.
- Jessica Paugh (Parachute's Economic Development Manager submitted a CRAFT Grant to CTO for creating a 'Colorado River Corridor' concept which Katie Mackley and others will be involved in for cross tourism promotion from NC to Parachute.
- The Farmers Market Board expanded to 10 members. New board members include Emily and Josh Bassett (Facebook and Web Updates), Jessica Paugh (Band Bookings), Karen Roberts (Treasurer) and Beth Ruechel (Marketing to Spanish Speaking population for greater inclusivity). She was our Market Manager last year. Returning is Jill Peotter (Secretary), Mickie Hosack (Farm to Table Donors), Kirsten Clancy (WIC and DUFEB Programs), Elissa Nye (Vendors and Farm to Table) and myself (Chair).
We're looking into selling Beer and Wine at the Market this year. RREDC, RE-2, (within 500 ft. of School), City Council, Liquor License, and Insurance approval are needed for this to move forward.
- Participated in the Annual FMLD Awards Luncheon. The City of Rifle received Spring and Fall Traditional Grants of \$400,000 each. LoVa Trails helped coordinate the highest grant of \$700,000 for N.C., GWS, and RAFTA for trail building in South Canyon.
- Rogers, at her own expense and time, signed up for the CSU Extension Master Gardener 12 week class at the Fairgrounds. It should be helpful when planning for the new curb extension planters and trees on 3rd Street.
- Other activities are admin related with regard to agendas, meetings, documentation, emails, and coordinating invoices from vendors.

6. NEW BUSINESS:

A. Third Street and Railroad Redesign Project

Lindquist presented the latest design which was shown to the public January 29th. It is estimated the redesign will take away 15 parking spots, but with increased and improved public parking lots, it should offset the issue somewhat. Increased signage is needed to inform the public where to park. Short-term loading areas may be needed. It was suggested a long term parking plan is paramount. If funding is available in 2020, the parking areas can start to be improved in the fall. Lindquist will send out the parking study he has been working on for the Board to review. Code enforcement was also mentioned as needing to be beefed up and more restrictive if there are fewer parking spots.

The project is estimated to cost \$4.5 million to complete. The City will be requesting funding from DOLA, FMLD, City Water Fund, City Street Fund, Excel Energy, and the URA Fund.

B. Other

A motion was made by Rickstrew, seconded by Mendizabal to write a letter of support for the 3rd Street and Railroad Project as part of the package request to funding entities. Rogers will write the letter of support for the project and send it out to DDA Board Members for review.

7. PROJECTS

A. Tree Pruning

Rogers would like to trim back some of the trees in the DDA District. However, Board Members thought it would be a waste of money given the trees may be replaced in 2021.

B. More Permanent Paint for 45 Degree Parking

The 45 degree angle parking seems popular and allows for better site lines and flow along 3rd street. Rogers will speak with City Engineer, Craig Spaulding, to see if the lines can be repainted with more permanent paint.

C. Parking Lots Restripe

Rogers will obtain bids from at least 3 companies.

D. Parklet

Rogers suggested splitting the parklet in half and placing smaller parklets on the north and south sides of E. 3rd. Rogers will speak with City engineer as to where the best placement would be.

8. MAINTENANCE

A. General Downtown Maintenance

Rogers continues to monitor downtown issues such as tree limbs, lighting and trash.

B. Snow Removal

All Around Maintenance has been consistent with snow removal when accumulations are over 2”.

C. Third Street Bridge Lamp Lens, Walker Electric

Walker Electric has ordered the missing reflecting part for the light fixture and will add it when it comes in.

9. ADJOURN

The meeting adjourned at 8:15 am.

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager