

DDA

Downtown Development Authority
Rifle, Colorado

Tuesday June 9, 2020

The meeting was held by conference call due to the COVID -19 Pandemic.

1. CALL TO ORDER:

DDA Chair, Randy Winkler called the meeting to order at 7:03am.

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

Members Absent: Theresa Hamilton (Council Rep) and Raquel Mendizabel

DDA Manager; Helen Rogers

No Guests Were Present

2. APPROVAL OF MINUTES:

The minutes from May 6th were presented for review. A motion was made by Jacquelyn Johnson, seconded by Jay Rickstrew to approve the minutes. The motion passed.

3. BILLS TO BE APPROVED:

1) HR Design/Helen Rogers; \$1,770 2) Mountain Waste and Recycling; \$82.76
3) VIP; total \$480 4) Happy Feet; Parklet Creekbend build; \$2160. (City Reimbursing ½)
5) Angela Cagle, Trimming, Weeding; \$252. 6) Mountain View Tree Farm; \$40.
7) New Castle Gardens; \$1800 from total of \$3600 (VIF is paying for ½) A motion to approve payment of the bills was made by Rickstrew, seconded by LeMoine, approving unanimously.

4. FINANCIAL REPORT:

The DDA Financial Report was not available at this time and was tabled. Ed Weiss indicated he has had trouble getting the Financial Reports from the City in time to prepare them for the meetings. Randy Winkler stated he would be speaking with Michelle Duran regarding this.

5. MANAGER'S REPORT:

DDA Administration – 59 hrs.

- Met with the Craig, City Engineer, Nathan, City Planner and Brian, O&M Coordinator, determining sizes for the Parklets or Outdoor Patios, and the locations where restaurant owners wanted them placed. Due to present COVID-19 regulations, the tables need to be 8 feet apart so 6 tables can be accommodated on each patio. Each Restaurant will have a lease agreement with the City to maintain them.
- Worked with Greg Hinderlong to rebuild the existing structure with a larger footprint of 15' x 30'. The entire parklet will be stained/painted with a deck cover due to

various woods being used. The planters will have an oil base protective covering applied to allow the grain to come through.

- The irrigation system is riddled with split pipes and valve problems according to Buddy Rogers. Replacement of timers and other parts will occur in the near future. The City's Water Dept. needs to be involved with a few of them.
- The Rifle Farmers Market is going to try an online Marketplace, where people will order ahead on line and pick up the produce Friday's from 5-7pm on W. 6th Street off Railroad Ave. The producers will tell us each week what they have available, we will post it online and people will order and pay for it through the web site. The SNAP benefit cards and DUFEB Program will still have to be done in person.
- Since the Bands are unable to play in the park, they will be pre-recorded and filmed at the UTE, possibly creating a 'Radio Show', with the help of KMTS. NUTS will be paying for the venue and staff fees (\$400 each time). The local bands will be paid \$300 per session as originally agreed upon and funded by a VIF Grant.
- Some of the Market Board members were able to visit Highwater Farms south of Silt who will eventually be part of the Market.
- Retrieved the 10 sets of flower pots from new Castle Gardens last week and distributed them to 10 different locations.
- Continue to have Angie Cagle trim the bushes and weed the curb extensions.
- Shandor Drucker, cleaned the Elk and polished it, helped with the downtown flowers, and tree removal after the wind storm in the Rifle House DDA lot.
- Other activities are admin related with regard to agendas, manager's report, documentation, emails, and obtaining invoices from vendors.

6. NEW BUSINESS:

A. Update on Downtown Patios/Parklets, Grants

Rogers reports three parklets have been completed except for staining; Whistle Pig, Jalisco's and Shooter's. The next parklet to be worked on is in front of Thai Chili's, followed by Brickhouse Pizza and then JC Ice Cream on W. 3rd St. Most of the restaurants have taken advantage of the \$5,000 stimulus grant offered by the City to purchase seating for outdoor dining.

B. Local Historic Landmark Designation, Fulton Garage, Mark Dyson

The City of Rifle Planning Dept. has asked the City to comment on the Local Historic Landmark Application Mark Dyson has submitted for the Fulton Garage Building on W. 3rd St. Consensus was favorable. A motion was made by Kevin Atchison, seconded by Jacquelyn Johnson to approve writing a letter to the City stating approval for the Local Landmark Designation.

C. Other

Winkler reports the pool will be open next week. Rogers indicated tickets must be purchased on line as there are a limited amount each day with time restrictions due to COVID-19 as mandated by the County Health Department.

7. PROJECTS

A. Parklet Build for Outdoor Seating

Building the parklets continues until complete. Rogers is working with the City Engineer, Craig Spaulding.

B. Downtown Flowers, New Castle Gardens

The 10 clusters of flower pots were picked up and distributed in the downtown area, May 29th. The flowers for the parklets will be picked up May 12th if ready.

8. MAINTENANCE

A. Irrigation Systems

Rogers met with Buddy Rogers of All Around Property Management. Most of the systems needs repairs of some kind. They are not equipped to go into the pits to repair the City's system. Rogers will contact Cassie to see what can be done.

B. Shrubs and Tree Trimming

Rogers asked All Around Property Management to cut down the tree by the Museum and the spruce on the SW Corner of W. 3rd and West Ave.

Angela Cagle, has been helping with mulching, and pruning.

C. General Downtown Maintenance

Rogers continues to monitor problem areas.

9. ADJOURN

A motion to adjourn the meeting at 7:29 am was made by Johnson, seconded by Ed Arnold, approving unanimously.

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager