

# DDA

Downtown Development Authority  
Rifle, Colorado

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Wednesday, July 1, 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 7:02am.

Members Present: Ed Arnold, Kevin Atchison, Ed Weiss, Daniel LeMoine, Jacquelyn Johnson, and Theresa Hamilton (Council Rep).

Members Absent: Jay Rickstrew, Gil Frontella, 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 Ed Arnold, seconded by Jacquelyn Johnson to approve the minutes. The motion passed.

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

1) HR Design/Helen Rogers; \$1,960.50 2) Mountain Waste and Recycling; \$82.76 for May and \$75.08 for June. 3) VIP; \$160 4) New Castle Gardens; \$400. 5) All Around Property Maintenance; \$710. A motion to approve payment of the bills was made by Hamilton, seconded by Ed Arnold, approving unanimously.

## **4. FINANCIAL REPORT:**

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

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

### **DDA Administration –76 hrs.**

- The patios or parklets are complete regarding what the City and DDA were completing. It's up to the individual restaurants as to what type of tables and seating they want to purchase. Most of them took advantage of the \$5,000 COVID related grant. Each restaurant will have a lease agreement with the City to maintain them.
- The on-line Marketplace concept for the Farmers Market is going fairly well. We had 29 orders the first week. The location of the pick-up on the south lawn of Rifle Middle School is easy to create the drive-through/pick-up area, but very exposed to the elements as we lost 2 tents to the wind last week. Moving back to Heinze Park on the north side is pending. We're not getting any participation in the Double Up Food Buck program with those who are on Food Stamps however, so we've created a call-in number for those who don't have a computer.

- The live-feed music at the UTE has been successful with over 2,000 hits the first week with Feeding Giants.
- VIF/GRIT meeting was held June 9<sup>th</sup>. A workshop was suggested to be held with the Rifle Heritage Center, City Council and GRIT to discuss how to work together to make the Museum more successful and open year round. Several members of GRIT suggested a sustainable contribution from the Lodging Tax, similar to how VIF contributes \$10,000 per year in maintenance for the Boat Ramp. The Middle Colorado River Corridor Recreation Plan will tie in nicely to what the CTO Group is doing for Marketing and Promotion from New Castle through Parachute/DeBeque. It incorporates trail planning, river kayak parks as well as the health of the river corridor for fishing, birdwatching and education.
- As Cassie (City Water Dept.) stated he didn't have time to work on the irrigation problems, Rogers met with Andrew at The Ground Crew yesterday. They were recommended by Craig Spaulding, City Engineer. Will be getting an estimate of the four areas.
- Retrieved the remaining 8 planter boxes and set them at Whistle Pig and Thai Chili's. They both agreed to water them.
- Angie Cagle took another job at Lowe's and will not be helping with downtown weeding and trimming. Looking for more part-time help.
- 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 the outdoor dining patios/parklets are complete. The restaurants are responsible as to how they want to furnish them. Thai Chili's and JC Ice Cream still need to set out tables and chairs. The EDC has given out over \$200,000 in forgivable loans. The City will be reimbursed with over \$818,000 through the CARES Act to be reimbursed for these loans. (The Feds will give it to the States and then disperse through DOLA).

### B. Graffiti Art Panels, Flex Gym, UTE Theater

Rogers noticed a large graffiti mural on the east side of the Flex Gym on W. 2<sup>nd</sup> St. by the Brenden Theater. Panels of this type may be in question if the owner has not been given permission. Several of the DDA Board members liked the image. Theresa Hamilton (City Council Rep) will look into any ordinance which may be in place and bring it up to City Council.

### C. Other - Local Historic Landmark Designation, Fulton Garage, Mark Dyson

The Rifle Planning and Zoning Commission approved Local Historic Landmark status at its June 30<sup>th</sup>. This will allow the owners to apply for tax credits and possible grants from the state. Mark Dyson stated he has interested tenants for the warehouse portion (a publishing company) and may further compartmentalize the front area from 2 to 3 office areas as Sew Works is moving.

Other – Remington Square

The owners of the development on W. 4<sup>th</sup> St. have hired a local architect to redesign the façade to fit within Rifle’s Western downtown feel.

Other – Sales Tax

Sales tax is reportedly only 1.5% down in Rifle due to the COVID-19 Pandemic. Better in comparison to more tourist centric towns up valley.

Other – Residential Building Permits

Currently there are 32 homes permitted to build in Rifle. The City enacted fee waivers on April 2<sup>nd</sup> including the Parkland Dedication Fee (\$3,000) and the Off-Street Improvement Fee (\$7,000).

**7. PROJECTS**

A. Rifle Farmers Market

See above in Manager’s Report

**8. MAINTENANCE**

A. Irrigation Systems

As Cassie stated the City’s Water Dept. is unavailable, Rogers contacted the Ground Crew, as recommended by Craig Spaulding, City Engineer, to look at the four areas that need to be fixed. They will submit an estimate before starting.

B. Shrubs and Tree Trimming

Continue to trim as needed to keep branches 8’ above ground.

C. General Downtown Maintenance

Rogers reported Angie Cagle got another job and will be unable to help weed, mulch and prune. Jacquelyn Johnson indicated she knew of someone who could help.

**9. ADJOURN**

The meeting adjourned at 7:40 am.

Respectfully Submitted,

Helen Rogers  
Part-Time DDA Manager