

DDA

Downtown Development Authority
Rifle, Colorado

MINUTES
September 5, 2012
Rifle City Hall

1. CALL TO ORDER:

Chairperson, Sally Brands, called the meeting to order at 7:03 a.m.
Members Present: Michael Langhorne Wilma Paddock, Tom Stuver, and Randy Winkler.
Members Absent: Jay Rickstrew, Diane Razee, Gil Frontella, and Nella Barker.
DDA Manager Present: Helen Rogers
Guests Present: Frank Ladd; RACC CEO, Nathan Lindquist; City Planner. Ed Arnold.

2. APPROVAL OF MINUTES:

A motion was made by Langhorne, seconded by Paddock, to approve the minutes of August 1st, approving unanimously.

3. BILLS TO BE APPROVED:

1) Mr. Power S: \$1980.00 for power washing, daily watering of flower pots and watering 3rd St. curb extensions. 2) All About Sprinklers: \$187.50 for repair of Museum Lot Irrigation, zone #2. 3) VIP Trash Services: \$140.00. 4) Soak-n-Wet Sprinklers, Inc.: \$211 for Museum Corner Area. 5) Wayne Manufacturing Company, L.C., Holiday Bows: \$310. 6) Gil Frontella, Weeding of Curb Extensions, \$139.00 A motion was made by Langhorne, seconded by Paddock to approve the bills, approving unanimously.

4. FINANCIAL REPORT:

The Financial Report was presented for review. A motion was made by Paddock, seconded by Frontella to accept the financial review, approving unanimously.

5. MANAGER'S REPORT:

(On vacation for 1.5 weeks)

DDA Administration – 32 hrs.

- Participated in a meeting with DOLA Reps and RREDC concerning the Main Street Program.
- Participated in a 3DA (Downtown Design Development) meeting regarding future projects as well as how successful the Informational Booth at Centennial Market has been. Apparently a developer came to see Nathan after speaking with people at the booth.
- Maintenance issues continue with extra mulching in the Museum lot after it was dug up / Sprinkler system testing. Also plant removal on the corner of W. 4th and R/R because of site restrictions. Abandoned car in Museum Lot continues.

- Includes daily emails and communication, prep for DDA Meeting, DDA Meeting and minutes, Budget Report, and Manager's Report.

New Ute Events Center Restoration

- Cost Estimates have been completed by Phil Vaughn.
- The Business Plan compiled from EPS is almost complete. NUTS will discuss it at the noon meeting today and a conference call is scheduled for 1:30 with Andy Knutson from EPS and City staff.
- City Council Workshop is scheduled for Wed. Sept. 12th to discuss the cost estimates and the business plan.
- Annual Meeting will be held on Sept. 20th at the UTE.

Visitor Improvement Fund – 5 hrs.

- The Rifle Rack Card is almost complete.
- Attended a BOCC meeting to help request \$27,500 for matching funds with a Boettcher grant for the Northwest Colorado Cultural Heritage Gateway Interpretive Signs for Garfield County. The BOCC passed the request for this year's budget.
- Another NWCCHT meeting set for this Friday, in Meeker.

6. CHAMBER UPDATE:

Frank Ladd presented the upcoming Chamber events for September.

The Chamber has initiated new men's and coed softball tournament – 'Western Slope Softball Tournament of Champions' to be held Friday, Sept. 7th through Sun. Sept. 9th.

A woman in Business Luncheon at the Library is scheduled for September 18th. The topic will be 'The Mental Well-Being of Women'. Business after Hours will be held at the Comfort Inn and Suites.

The Chamber is looking for area businesses to host high school age interns on Fridays this coming school year. They have been coordinating this effort with RE-2.

The Election Forum will be held October 2nd at Rifle City Hall. Questions are needed for the candidates.

An Energy Briefing will take place Sept. 20th at Grand River Hospital. Shawn Brenan from Williams will present, 'How natural gas and natural gas liquids are delivered to market.'

7. NEW BUSINESS:

A. RREDC Update

Langhorne stated the RREDC is proposing sharing the cost of a Main Street Coordinator with the City on a 50/50 basis for the 2013 budget. It will be presented to City Council at tonight's meeting, Sept. 5th. Mike Braden is proposing using part of his budget for the remainder of this year. The person will be based out of the RREDC office.

A few of the DDA Board members felt the program would add unneeded layer upon layer of staff and meetings, of which, most of these projects already are in place. However, at the last DDA meeting (August 1st) the board voted to become part of the Main Street Program and move forward with it.

Langhorne stated he traveled to Denver to speak with Site Selector Firms for the retail location at Rifle Creek Plaza. The RREDC continues to look into Funding Feasibility and Sales Tax issues for the proposed Recreation Center.

B. DCI Request

Rogers passed along a request from Downtown Colorado Inc. asking for financial assistance to help provide an identified need for greater DDA networking, learning opportunities and regular meetings of DDA directors, staff and boards. The request did not pass for lack of motion. The City already pays DCI to be a member of the organization.

C. 3DA Opportunity Sites – Nathan Lindquist

Nathan presented a list of opportunity sites which he and the 3DA group put together. They include:

1. Gateway Improvements – Railroad Ave./Hwy 6 Intersection (park and ride, Shell Gas Station, jersey barriers)
2. 3rd St. temporary patios on parking spaces in front of Thai Chili / Creekbend
3. Rifle Creek – 3rd St. to Centennial Park improvements (trail, farmer's market structure, creek clean-up, etc.)
4. Railroad Ave. streetscape improvements (2nd St. - 4th St.) Landscaping, sidewalks, facades, awnings, murals.
5. 2nd St. Vacant Lot – activation plan (how can it be used temporarily for events until redevelopment happens?)
6. Middle School Gravel Lot
7. Façade renovation example (County building on 3rd; Qwest Building, other?)
8. Parking Structure Façade Improvements
9. 3rd St. Sidewalk Meter Remediation (Suggested by DDA)

Each board member voted for its top four. The results were #1 - Gateway, #3 - Rifle Creek, #5 - 2nd St. Vacant Lot and #7 - Façade Improvement, County Building).

D. 2013 Budget

A budget workshop session is scheduled for Thursday, Sept. 20th. A committee comprised of Brands, Paddock and Frontella will meet prior to that date.

E. Other

Brands would like to thank the City for the successful Centennial Concert Series and Market this year and suggested a letter be written to City Council. Rogers will do so.

8. PROJECTS /EVENTS

A. Business Operations Plan / Pro Forma for the New Ute Events Center

The Business Plan and Feasibility Study from EPS (Economics & Planning Systems) will be complete for the Wed., Sept. 12th workshop with City Council.

The NUTS Board will review it at their meeting at noon and provide comments.

B. New Railroad Banner Poles for Railroad Ave.
Project Continues.

C. Fall Festival

Rogers stated the 2nd Annual Fall Festival is scheduled for Sat. Oct. 20th. The venue will be similar to last years with events starting at 11am in Centennial Park and continuing on E. 4th St. in front of the Ute. More information will follow in October.

9. MAINTENANCE

A. Irrigation Issues

Rogers has requested estimates for timers and misc. parts for 4th St. as well as switching to bubblers for the trees. Rogers will obtain estimates for West and East Ave. as well for the next meeting and for the 2013 budget.

10. ADJOURN: The meeting adjourned at 8:29am.

Respectfully submitted,

Helen Rogers,
DDA Manager