

# DDA

DOWNTOWN DEVELOPMENT AUTHORITY  
202 Railroad Avenue - P.O. Box 1908 - Rifle, CO 81650  
Phone (970) 625-2121

## MINUTES OF January 7, 2009

1. **CALL TO ORDER:** Chairman, Gil Frontella, called the meeting to order at 7:05 a.m.  
**Members Present:** Randy Winkler, Michael Langhorne, Jeanice Freeman, Andrew Legg, Tom Stuver, and, Jennifer Sanborn, Garrick Frontella, and Jim Voorheis.  
**Members Absent:** Sally Brands, Jay Rickstrew  
**DDA Manager Present:** Helen Rogers  
**Guests Present:** Rifle City Mayor; Keith Lambert, Assist. City Manager; Matt Sturgeon, Government Affairs and Energy Coordinator; Mike Braaten.
2. **APPROVAL OF MINUTES:** A motion to approve the minutes of December 3, 2008 was made by Langhorne, seconded by Freeman and approved unanimously.
3. **FINANCIAL REPORT:** The November 2008 financial report was unavailable.
4. **BILLS TO BE APPROVED:** Gil Frontella moved for payment of bills.1) Marv's Electric: \$182.00, 2) Rifle Chamber of Commerce, Kiosk Rental \$300.00, 3) Rifle Chamber of Commerce, 2009 membership: \$75.00, 4) Budget Line Trash: \$280.00, 5) Soak-N-Wet Sprinklers, winterization: \$410.00 A motion to approve the bills was made by Langhorne, seconded by Winkler. The motion carried unanimously.
5. **CHAMBER UPDATE:** The Featured Business of the Month is Real Estate Out West, Darren Smith. Business After Hours will be held Thursday, January 22nd from 5 -7pm at Orthopaedic Associates of Aspen and Glenwood. The 4<sup>th</sup> State of the Community Luncheon will be held Thursday, Feb. 12<sup>th</sup>, noon to 2pm at Columbine Restaurant.
6. **NEW BUSINESS:**
  - A. **Parking Availability Study** - To be Continued  
Langhorne will continue to survey the drainage issues of the parking lots and DDA will eventually get estimates on paving and striping.
  - B. **Signage**  
No new signage was presented for approval. However, it was noted several new temporary signs have emerged which need to be addressed by the city code enforcer. Temporary banners can be up 30 days. It was suggested by Rogers to write a form letter addressing this issue and give it to businesses who are non conforming. Rogers will discuss further with the Planning Dept.

C. Preservation Conference

Rogers requested approval to attend a conference in Denver, Feb.5<sup>th</sup> and 6<sup>th</sup>, put on by Colorado Preservation, Inc. Education sessions include historic adaptive re-use, preservation and sustainable conservation, main street revitalization and many more. A motion was made by Stuver, seconded by Legg to have two people attend the conference. Rogers and possibly Sanborn will attend. Cost is around \$295.00.

D. Other Business Brought Before the Board

Letter of Support – A motion was made by Sanborn, seconded by Stuver to write a letter of approval for a grant to get funding for an interactive computer system that would allow the public to see the impact of photo voltaic systems on public buildings. Rogers will be in contact with Amelia Shelley to do so.

Snow Removal – It was requested that the City crews salt/sand the alleys in the downtown area.

## 7. PROJECTS:

A. Rifle Creek Theater / Ute Theater Structural Assessment Grant

Rogers reports meeting with Rich Carter, architect of record for the assessment. He reports planning on have a rough draft completed by the end of January.

B. Pedestrian Crossing on Railroad Ave.

Frontella reports progress has been made as road cuts across Railroad occurred this week. The weather may be prohibitive for a while in order to continue.

C. CLEER Energy Grant Update (Lighting)

Mike Braaten, reports he has made some progress on ownership of the street lights in the downtown area. The city owns the 21 street lights on east and west 3<sup>rd</sup> Sts. and Excel apparently owns the ones on east and west 4<sup>th</sup> Sts. The group that is handling the \$1,600,000 energy grant has indicated they will allocate approximately \$30,000 toward the Rifle downtown LED lights. The retrofit LED fixtures are approximately \$650 each with additional globes costing \$200 each. They will have a 14 year life span.

As Government Affairs and Energy Coordinator, Mike attends legislative sessions and is a lobbyist for Rifle with regard to oil and gas severance tax issues as well as local governmental issues. Federal lease holdings are divided in half with DOLA receiving 50% and the state receiving the other 50%.

D. Sandwich Signs (A – Frame Sign Code Standards) P & Z

The A-Frame sign code standards will come before City Council in the near future. Planning staff will apply it to the existing code as a 'text amendment' rather than creating a new code for it. Most of the wording comes from the original text as created by DDA. The signs would be considered through a 'License to Encroach' agreement with the planning dept. and would be available only for retail and restaurant businesses. Frontella came across a standard type of sandwich sign, used in California. Winkler indicated they are less artistic and would not encourage them.

E. New Benches and Receptacles

Rogers reports the benches and receptacles have been ordered and paid for by the Lodging Tax. They are due to be shipped, March 10<sup>th</sup>.

F. Store Front Facade Improvements

Sanborn and Rogers developed a design direction for the East and South walls of the Moose Lodge. The main idea centers around the use of WPA type posters which were developed in the 1930's for the National Park Service. They are of a graphic style with only 5 – 6 colors depicting the national parks. The intent would be to depict some of Rifle's natural resources, such as Rifle Arch, Rifle Falls, JQS Trail, the Colorado River corridor as well as other landmarks to market our own resources. Sanborn, Rogers and Winkler will meet with members from the Lodge and discuss options as well as how the moose can be incorporated into the mural concepts.

**8. MAINTENANCE:**

- A. Traffic / Pedestrian Issues: A pedestrian crosswalk at 4<sup>th</sup> and Railroad will be installed this month.
- B. Curb Extensions – Planters, Weeds:
- C. Parking Lots:
- D. Alleys:
- E. Street Lights:
- F. Trees:

**9. EXECUTIVE SESSION – REAL ESTATE NEGOTIATIONS**

The Board moved into executive session at 8:10 am to discuss real estate negotiations. The DDA board came out of executive session at 8:30am. A motion was made by Stuver, seconded by Langhorne to appropriate \$118,000 from the DDA budget under 'Parking Contingency' to be used by the City toward the creation of a 'Civic Campus, encompassing at least 50 designated public parking spaces within the library development between Railroad Ave. and East Ave. If the 'Civic Campus' (Library expansion and City Hall) does not move forward, the \$118,000 would return to the DDA account.

**10. ADJOURN:** The meeting adjourned at 8:35 am.

Respectfully submitted,

Helen Rogers  
DDA Manager