

DDA

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

MINUTES OF May 6, 2009

1. **CALL TO ORDER:** Chairman, Gil Frontella, called the meeting to order at 7:01 a.m.

Members Present: Randy Winkler, Michael Langhorne, Tom Stuver, Jay Rickstrew, Jennifer Sanborn, and Jim Voorheis, Jeanice Freeman, and Sally Brands.

Members Absent: Andrew Legg, and Garrick Frontella

DDA Manager Present: Helen Rogers

Guests Present: City Manager; John Heir, RACC Director; Annick Pruet, Garfield County Library District Director; Amelia Shelley, Government Affairs Director; Mike Braaten, Mayor Keith Lambert, Recreation Director; Aleks Breidis, City Planner; Nathan Lindquist.

2. **APPROVAL OF MINUTES:** A motion to approve the minutes of April 2, 2009, was made by Rickstrew, seconded by Freeman and approved unanimously.

3. **FINANCIAL REPORT:** The March financial report was available. A motion to approve the report was made by Stuver, seconded by Brands. Rogers will request Detail Ledger Reports on a monthly basis from the city's financial dept.

4. **BILLS TO BE APPROVED:** Frontella moved for payment of bills.1) Budget Line Trash: \$140 2) Mr. Power S / Sandor Drucker, Sidewalk Pressure Wash: \$750.00 3) Gil Frontella, Maintenance of Curb Extensions on 3rd and 4th Sts.: \$ 399.00, also washing of street lamps: \$ 125.00.

4) Helen Rogers: \$53.87 - Graffiti Removal products, shovel, for Clean Sweep project.

A motion to approve the bills was made by Winkler, seconded by Rickstrew. The motion carried unanimously.

5. **CHAMBER UPDATE:** RACC Director, Annick Pruet, presented the Chamber Updates. The Featured Business of the Month is Swallow Oil Company. The Chamber sponsored Rifle Clean Sweep Project, held on May 2nd was a success with many participants from the community helping to clean up the downtown. Lunch was catered by Rib City. Alpine Bank contributed \$1000 for plants and mulch. The 30th Annual Rifle Chamber Golf Tournament will be held Friday, May 8th.

6. **NEW BUSINESS:**

A. **Centennial Park Update**

Aleks Breidis, Recreation Director, stated the final bid set is due May 20th, with pre-qualifying contractor meetings to be held in June. In mid July, bids will be awarded, and dirt and bridge building (8) will begin in August. Also utility infrastructure will also start in August.

B. Parking Availability Study

Langhorne continues to study the DDA lot located by the Rifle House on Railroad Ave. for improved parking solutions in the downtown. The parking count of 13 does not change a lot if the lot is paved from its present state of gravel. Drainage issues need to be addressed due to the grade change from East to West. It was suggested the alley needs to be re-graded and paved in order to accomplish a better drainage system from the lot as it drains into the adjoining lot. Langhorne has discussed the plan with City Staff. Preliminary costs are estimated at \$30,000 per the City. West 2nd Street was also discussed as improved parking solutions. The new library construction will impact downtown parking and neighborhoods. They will likely be encouraged to park in the old Valley Lumber site or along W. 2nd St. The Regalski property was also discussed as a possible temporary solution. Rogers will follow up with striping issues with city staff.

C. Downtown Zoning Progress

The DDA held a workshop with Matt Sturgeon on Friday, April 17th to discuss downtown building structures in the Historic Core (HC – CBD) of the Downtown Master Plan, which defines site design standards and building design standards. No consensus was reached regarding the Historic Sub Area building types. Nathan Lindquist reports Matt would like to discuss this further to better define the document to present to City Council for approval, hopefully this summer.

D. Parking Lots: Resurfacing and Striping Bids – Mid May

Rogers reports Frontier Paving will not begin until mid May as the lot pavements need to warm up for the asphalt coating process to at least 50 degrees. Rogers will continue to update DDA on the progress for the Museum Lot and 4th St. Lot.

E. Planters / Hanging Baskets / Maintenance Bids

Rogers obtained bids from two sources for watering the 3rd St. planters and hanging baskets. Mr. Power S, Sandor Drucker, bid \$240 per week. Kristi Parsons bid \$300 per week. Alpine Bank stated they would help pay an estimated \$2500 for half of the cost to maintain the baskets. A motion was made by Stuver to accept the bid from Mr. Power S, seconded by Langhorne, the motion carried. Rogers will continue to ask merchants along 3rd St. if they are willing to adopt a planter in case watering once a day is not enough. Western Rockies Federal Credit Union was the only merchant so far who stated they would help water.

F. New Library Update

Amelia Shelley, Executive Director of Garfield County Libraries, reported on the progress of the new library. The latest rendition would place the community room on the 2nd floor with access to the roof terrace. Primary access would come from the parking structure. The car accessible book drop from the alley is being re-evaluated. Next Thursday, the General Contractor will hold an open house to discuss construction of the library. Demolition will start next week on the other structures on the E. 2nd St. lots.

A motion was made by Stuver, seconded by Rickstrew, to place the Heritage Window as well as the Mark Twain Sculpture in a prominent place on or within the new site. The motion passed unanimously.

G. Remington Square / Central Square Update

Nathan Lindquist, City Planner, reports the preliminary plan and PUD was approved by P & Z at their last meeting. Concerns regarding sidewalk width, maintenance in winter, and fire protection were addressed. The developers have been informed of the new downtown building

codes in development and are addressing them in their new plan. The developers are also dropping the name 'Central Square' and staying with Remington Square.

H. Signage

Gil Frontella reports he presented a sign to the Sign Review committee for 'The Bakery' and was approved by them. The Bakery will be located on West. 3rd St.

7. PROJECTS:

A. Rifle Creek Theater / Ute Theater Structural Assessment Grant

Rogers reports the assessment work is continuing. Rich Carter states he will have the completed rough draft by next week. Frontella reports a committee got together last week to discuss coordination with the City. A meeting will be set up with John Hier, City Manager, regarding management and future renovation ideas. Sanborn stated during the Strategic Planning Weekend, with City Council and City staff, a city goal was to 'strengthen cultural facilities'. The existing contract won't expire until next July or August, 2010.

B. Pedestrian Crossing on Railroad Ave.

The consensus is that the crossing continues to be a dangerous intersection for pedestrians. Per John Hier, city staff continues to working on obtaining solutions such as larger blinking lights. Crossing flags were discussed as a remedy. Photos of the Jackson Hole, Wyoming crossing will be obtained.

C. CLEER Energy Grant Update (Lighting)

Mike Braaten reports the bids came back for the LED lighting. The lowest was \$36,012.00. A motion was made by Stuver, seconded by Freeman to contribute ½ of the \$6,012 needed to complete the project as only \$30,000.00 was dedicated for the lighting from the Governor's Energy Grant. The lighting fund has \$2,000.00 and the remaining \$1,012.00 can come out of Downtown Improvements. The motion passed. Braaten will ask the Lodging Tax Board for financial assistance for the other half. It will be taken to City Council May 20th for approval.

D. New Benches and Receptacles

Rogers reports the benches and receptacles have been placed around the downtown. A motion to dispose of the old benches 'in a commercial manner' was made by Stuver, seconded by Rickstrew to do so. The motion passed. Graffiti has occurred on several of the trash receptacles. Mineral Spirits worked to remove the graffiti.

Several of the benches, which are in usable shape, will be taken to the new Community Gardens.

E. Store Front Facade Improvements

Sanborn reports she is concerned with the condition of the brick walls on the Moose building where the murals will be placed, as they are hollow and brittle where foam was shot into the brick. Also, some of the grout is missing. The Moose Lodge agreed to have the building power washed and to have the south wall painted. Shared cost was not discussed. Sanborn and Rogers continue to develop the WPA type murals and obtained funding. Frontella stated the Country Attic building was made out of the same brick. When demolition occurs later this summer, perhaps some of the brick could be used to repair the Moose Lodge as well as Rifle Creek Theater.

8. MAINTENANCE:

- A. Traffic / Pedestrian Issues: Parking re-striping of East and West Third St. needs to occur. Rogers will follow up with city staff.
- B. Curb Extensions – Planters, Weeds:
- C. Parking Lots:
- D. Alleys: Cleaned during Rifle's Clean Sweep.
- E. Street Lights: Repaired and ready for LED lighting to be installed.
- F. Trees:

10. ADJOURN: The meeting adjourned at 8:46am.

Respectfully submitted,

Helen Rogers
DDA Manager