

DDA

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

MINUTES OF March 5, 2008

1. **CALL TO ORDER:** Chair Gil Frontella called the meeting to order at 7:01 a.m.
Members Present: Randy Winkler, Gil Frontella, Michael Langhorne, Tom Stuver, Garrick Frontella, Jim Voorheis, Jay Rickstrew
Members Absent: Jennifer Sanborn, Sally Brands
DDA Manager Present: Helen Rogers
Guests Present: Rifle City Mayor, Keith Lambert, City Manager, John Hier, Construction Inspector, Brian Prunty, Assistant City Manager, Matt Sturgeon, Annick Pruitt, Rifle Area Chamber of Commerce Executive Director.
2. **APPROVAL OF MINUTES:** A motion to approve the minutes of February 6, 2008 was made by Winkler, seconded by Langhorne and approved unanimously.
3. **FINANCIAL REPORT:** The December 2007 financial report was available. Gil Frontella stated the maintenance budget needs to be followed closer and would like to see a closer chart of accounts on a more current basis. Rogers concurred and will do so. A motion to approve was made by Rickstrew, seconded by Garrick Frontella and the motion carried unanimously.
4. **BILLS TO BE APPROVED:** Gil Frontella moved for payment of bills.1) Mr. Power S, Sidewalk Cleaning with Vacuum Sweeper, 1 time during February: \$300.00 2) Budget Line Trash: 3/1/2008, \$130.00. Langhorne made a motion to approve the bills, seconded by Rickstrew. The motion carried unanimously.
5. **CHAMBER UPDATE:** Chamber Executive Director, Annick Pruet, presented the Chamber news for March. The 3rd annual State of the Community Luncheon, held in February, was a success. On March 11th a 'Women in Business' networking brownbag luncheon will be held at Wells Fargo Bank. The annual Chamber dinner/event will be held Sat. March 29th at the Flint Energy Building.
6. **NEW BUSINESS:**

A. West End Development Master Plan Draft

Matt Sturgeon reported on the 'draft' plan from Vandewalle and Associates, Inc. The document covers a comprehensive analysis of downtown Rifle including regional and community trends, goals and vision for downtown Rifle, mixed-use concepts, circulation plans, preservation and redevelopment plans as well as streetscape and public improvement plans. Matt asked DDA to pay particular attention to the 'High Priority Preservation and Redevelopment Sites. The Master Plan will be an important document for the Planning Dept. in telling developers how the city wants to develop this area of town. A presentation of this document will be held March 6, at 6:30pm at the RE-2 District Office.

B. Board Development

A letter of interest was presented from Jeanice Freeman, owner of The Ranch House Mercantile. She is moving her business to downtown Rifle and is interested in becoming a member. Unfortunately, she was absent and unable to meet board members who did not know her. Rogers will contact her and encourage her to attend the next board meeting.

D. Third Street Bridge

Brian Prunty asked DDA for feedback regarding the banding around the light pillars for flags. The consensus was to remove it and create new supports for the flags. Keith Lambert reported the Boy Scouts were just asking about the flags on the bridge. The bridge will hopefully be completed in the next few months as they have found more corrosion problems.

6. PROJECTS:

A. Rifle Creek Theater / Ute Theater

Rogers continues to work on the structural assessment grant, stating she is waiting on a letter from the Rifle Historical Society in support of the renovation. Rogers will attend the next Historical Society Meeting. Local landmark designation was confirmed with documentation and Rogers obtained clearer historic photos. The DDA's position on National Historic designation is discouraged due to limitations on exterior changes from the original building envelope.

B. Downtown Banner Poles

Winkler states he will be meeting with a company who works with steel to strategize on how to build the poles and possible design solutions. Winkler and Rogers will continue to work on a solution as many organizations count on banners for marketing their event.

C. Downtown Irrigation

Rogers stated the city is including the Third Street Irrigation project into a larger bid to go out in March or April. The hope is that the cost may be lower. John Heir stated he would like DDA to continue to find solutions to water Third St. for another year or two and then hopes to have the means to take care of the project. Rogers presented a bid from Sandor Drucker with regard to watering. He will water both sides of Third St., east and west of Railroad Ave. for \$400 per month. The consensus to purchase a watering truck at this time may be premature. Also, the lodging tax board will be looking at beautification projects and may want to collaborate on this issue.

8. MAINTENANCE:

A. Traffic / Pedestrian Issues:

B. Curb Extensions – Planters, Weeds

Gil Frontella states he will be meeting with Soak-n-Wet this spring to go over the 4th St. irrigation problems.

C. Parking Lots:

The Museum parking lot will be available within the next week as work on the Museum roof is progressing and should be finished.

D. Alleys:

E. Street Lights: Light bulbs have been ordered as several lights are out on Third St.

F. Trees: Several trees need to be pruned before spring.

9. **ADJOURN**: A motion to adjourn was made by Rickstrew, seconded by Garrick Frontella, passing unanimously at 8:40am.

Respectfully submitted,

Helen Rogers
DDA Manager