

DDA

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

MINUTES OF April 2, 2008

1. **CALL TO ORDER:** Acting Chair, Tom Stuver, called the meeting to order at 7:05 a.m.

Members Present: Randy Winkler, Michael Langhorne, Tom Stuver, Garrick Frontella, Jim Voorheis, Jay Rickstrew, Jennifer Sanborn, Sally Brands. Chairman Gil Frontella also was in attendance halfway through the meeting due to an emergency.

Members Absent:

DDA Manager Present: Helen Rogers

Guests Present: Rifle City Mayor; Keith Lambert, City Manager; John Hier, Assistant City Manager; Matt Sturgeon, Rifle Area Chamber of Commerce Executive Director; Annick Pruitt, and Jeanice Freeman; Owner of The Ranch House Mercantile.

2. **APPROVAL OF MINUTES:** A motion to approve the minutes of March 5, 2008 was made by Garrick Frontella, seconded by Rickstrew and approved unanimously.

3. **FINANCIAL REPORT:** The January 2008 financial report was available. A motion to approve was made by Rickstrew, seconded by Winkler and the motion carried unanimously.

4. **BILLS TO BE APPROVED:** Gil Frontella moved for payment of bills.1) Mr. Power S, Sidewalk Cleaning on 3rd St., East and West sides only with Vacuum Sweeper, 1 time during March: \$160.00 2) Budget Line Trash: \$135.00. (Pre Approved) 3) Micro Plastics; 3 Vinyl Parking Signs, \$125.66. Sanborn made a motion to approve the bills, seconded by Langhorne. The motion carried unanimously.

5. **CHAMBER UPDATE:** Chamber Executive Director, Annick Pruet, presented the Chamber news for April. The annual Chamber event was a success. The Chamber will host a spring clean-up called 'Project Clean Sweep' to be held Saturday May 3rd. They will target the downtown area, 1st through 5th Streets as well as alleys and hold a barbeque afterwards. The major sponsor for this event is Alpine Bank.

6. **NEW BUSINESS:**

A. **Downtown Irrigation, 3rd and 4th Streets**

A motion was made by Sanborn, seconded by Brands, to create a written agreement with Sandor Drucker, Power S, to water 3rd St., East and West sides of Railroad, for \$100 per week, watering 2 x per week. The motion passed. Also, a motion was made by Brands, seconded by Winkler to have Sandor Drucker power wash the sidewalks in the downtown area for \$750, 1 x per month. An agreement will be signed for this as well.

Gil Frontella will be meeting with Soak 'N Wet to get 4th St. irrigation in working order. He also had someone go through the planters, collect trash, and fluff up the cedar mulch.

B. Board Development

Jeanice Freeman, owner of The Ranch House Mercantile was present and stated she was interested in becoming a member as she is moving her business to downtown Rifle on the corner of Third and Railroad. The board decided to officially vote at the next meeting as she is not actually in business yet in the downtown location. There is also one more opening on the board. Rogers will place an ad in the paper and on Channel 10.

7. **PROJECTS:**

A. Downtown Banner Poles

Rogers submitted a proposal from Clay Jones (Toby) President of 'Weld-It World Wide'. The amount of \$6324.00 was felt to be too much for a temporary fix. Randy Winkler will communicate with the Chamber regarding repairing the turn buckles. A motion was made by Garrick Frontella, seconded by Langhorne, to contribute \$750 from the DDA for the repair. The motion carried. It is hoped the chamber can also contribute financially as well as the monies collected from the lodging tax.

Stuver mentioned that Elevation Partners, who are currently working on a new development for the west end of downtown, could be a part of the design process for the banner poles in creating a new entrance into downtown.

B. Rifle Creek Theater / Ute Theater

Rogers continues to work on the Historic Structure Assessment Grant, stating she is waiting on a written proposal from the architects as well as current interior photos. Rogers met with the Rifle Historical Society, and they agreed to not trying to place the theater on the national register due to the restraints placed on the original building envelope.

C. Farmer's Market

Rogers has mailed out application forms to returning vendors. She met with Jennifer Reich, new events coordinator with the City and will collaborate with her for this year's market. Jim Voorheis mentioned he knows people in the music scene up valley who may be interested in performing at our market. There have also been requests for more food vendors.

8. **MAINTENANCE:**

A. Traffic / Pedestrian Issues:

Sanborn relayed the problem of trucks and cars left idling on Third St. and wondered if there were any codes which were being violated. No one knew of any. It continues to be a problem to enforce.

C. Curb Extensions – Planters, Weeds

John Hier stated the city crews will be sweeping this week with additional help and hope to cover the entire city. Rogers will coordinate with Frank to make sure the downtown area will be a part of this.

C. Parking Lots: Nothing new reported.

D. Alleys: Problems need to be reported to city staff.

E. Street Lights: Light bulbs are in and will be installed in needed areas.

F. Trees: Dead trees need to be identified to be replaced.

9. **ADJOURN:** A motion to adjourn was made by Stuver at 8:45 am.

Respectfully submitted,

Helen Rogers
DDA Manager