

DDA

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

MINUTES OF November 5, 2008

1. **CALL TO ORDER:** Chairman, Gil Frontella, called the meeting to order at 7:02 a.m.
Members Present: Randy Winkler, Michael Langhorne, Jeanice Freeman, Andrew Legg, Tom Stuver, and Sally Brands, Jennifer Sanborn, Jay Rickstrew, Garrick Frontella.
Members Absent: Jim Voorheis
DDA Manager Present: Helen Rogers
Guests Present: Rifle City Mayor; Keith Lambert, City Manager; John Hier, Assist. City Manager, Matt Sturgeon, Ed Arnold, and Amelia Shelley, Garfield County Libraries.
2. **APPROVAL OF MINUTES:** A motion to approve the minutes of October 1, 2008 was made by Winkler, seconded by Freeman and approved unanimously.
3. **FINANCIAL REPORT:** The September 2008 financial report was available. Brands mentioned the DDA needs to spend what's available in 2008, which led to a discussion regarding the 2009 Budget – see below.
4. **BILLS TO BE APPROVED:** Gil Frontella moved for payment of bills.1) Mr. Power S, Watering East and West 3rd St. planters and power washing the DDA area sidewalks: \$900.00. 2) Soak-N-Wet Sprinklers Inc.: \$233.30 and \$365.70 for Museum Lot and backflow preventer in front of the Post Office. 3) Helen Rogers's reimbursement: \$49.18 for bench renovations and postal cost for state grant. 4) Shari Fruetel, Downtown Fall Clean-up: \$375.00. 5) Budget Line Trash: \$280 for Sept. and Oct. Pick-up. A motion to approve the bills was made by Winkler, seconded by Langhorne. The motion carried unanimously.
5. **CHAMBER UPDATE:** Jeanice Freeman presented the Chamber news for November. The Featured Business of the Month is the Buckskin Inn. The Business – 4 Breakfast Meeting will be Nov.20th on Identity Theft. Business after Hours will be hosted by The Fleisher Company on Nov.13th.
6. **NEW BUSINESS:**
 - A. **Budget for 2009**

The 2009 Budget was discussed. Rogers and Frontella attended a joint budget session with City Council. Mayor Keith Lambert asked why the money that was originally appropriated by Council to the DDA for 3rd St. Irrigation (\$50,000) was split into General Downtown Improvements (\$30,000) and Equipment (\$20,000). If the money gets spent for other uses than what it was originally intended, council will be less likely to want to spend any additional money on a future 3rd St. Irrigation project.. A motion was made by Stuver, seconded by Brands to put the \$50,000 back into the 3rd St. Irrigation line item. Brands asked what is happening to the interest accrued from the \$118,000 Land Swap / Parking project and wants to make sure it

show up in the DDA budget. A motion was made by Brands, seconded by Rickstrew to approve the 2009 Budget as amended.

B. Parking Availability Study

Langhorne presented a surveyed area of West 2nd St. with the consideration of diagonal parking along the north and south sides. It was recommended that the north side be 2 hour parking and the south side be all day parking. It was noted the bollards on the south side of the road are on the cities right of way and they should be moved to the property line. A motion was made by Sanborn, seconded by Stuver to approve the plan and move forward in talking with the Public Works Dept. and Dick Deussin. Michael Langhorne will continue to survey three other potential sites including Western Credit Union, (north side gravel parking area), Howard Ave. at W. 5th St. and Centennial Park and the gravel parking area behind the 100 block of W.3rd and W.4th Sts. and present them in a more formalized way at the next meeting.

C. Code Enforcement Issues

Sanborn reported she had spoken with the Rifle Police Sergeant, Vaughn Miles in charge of code enforcement regarding codes dealing with large trucks and pollution. Idling cars and trucks are already in the State Model Traffic Code and are enforceable. However, Rifle doesn't seem to have the man power to enforce the codes at this time. An excessive 'noise' sign is located at Hwy 6 & 24, but covered by trees. Unfortunately, there is not a city ordinance regarding decibels. There is also a weight restriction sign located on So. Railroad Ave. City Manager asked if a meeting could be set up between the Rifle Police Dept. and a DDA member to discuss the idling problem. Chairman, Gil Frontella agreed to meet with them. Another solution might be to limit the length of vehicles parking along East and West Third St.

D. Signage

Garrick Frontella presented a sign packet from Midland Arts Company for partial reimbursement. Total cost of the sign was \$998.75. Reimbursement will be \$500.00.

Rogers presented a sign packet from Vision Land Consultants for partial reimbursement. Total cost of the sign was \$1365.00 Reimbursement will be \$500.00.

All future applications for signage reimbursement should come before the sign committee for approval prior to submitting them for approval from the DDA Board. The sign committee consists of Gil Frontella, Randy Winkler, Garrick Frontella, and Jay Rickstrew. Rogers will follow up with the City regarding permits and how merchants can become more aware of the process.

A motion was made by Brands, seconded by Freeman, and approved with Stuver opposing the motion due to the fact procedure was not followed. He recommended reimbursement of \$250.00 each.

E. Store Front Facade Improvements

- Moose Lodge – Randy Winkler made contact with current members. His company is providing professional signs for their parking lot. They are in agreement to have the DDA take down the old Pepsi signs on the east side of the building as well as painting a giant moose on the side of the building. At any rate, needed improvements seem to be appreciated.
- Flintlock Building – Mike Pruett submitted a letter with paint receipts regarding the new color scheme for the building. There is 185 linear feet of building along Railroad Ave. and West. 3rd St. DDA will reimburse \$200 per 25 linear feet of painted store front improvements. A motion was made by Winkler, seconded by Freeman to approve \$1480.00 for reimbursement.

F. Christmas Lights

Rogers has been researching Christmas lights for the downtown area. A bid of \$2000.00 came in from Paul Reisbeck of All Lights Company. He estimates 5 strands of lights per tree. Board members indicated white lights would be the favored choice. A motion was made by Brands, seconded by Winkler to appropriate \$3,000.00 for this project. The motion passed unanimously.

7. PROJECTS:

A. Rifle Creek Theater / Ute Theater

Rogers reports she will be meeting with the State Historic Outreach Coordinator on Nov. 14th. The meeting needs to take place before any work can begin. Deliverables will be done by that date.

B. Pedestrian Crossing on Railroad Ave.

John Hier reports it will take another 3 to 4 weeks as it needs to go out to bid.

C. CLEER Energy Grant Update (Lighting)

Mayor Keith Lambert reports he will be attending a meeting this same day, (Nov.5th) to start discussion regarding dispersal of the \$1,600,000. Concerns regarding who gets a part of the pie, who was part of the original grant and how the process looks will be discussed. The DDA continues to endorse the LED lighting project for the downtown.

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

Staff continues to review and will present new code standards at the next P & Z Meeting on November 25th.

E. Other Business brought before the Board

Ed Arnold wondered if something could be done about the 'jersey' barriers at the entrance to Rifle. He has talked to the Public Works office in Glenwood Springs and they would like to get ride of the 'Midland Barriers' that are sitting at the Glenwood Airport. Rogers will look into it and take pictures of the 4'x8'x2' concrete structures for consideration. Also Tom Whitmore might be interested in these for landscape improvements.

8. MAINTENANCE:

A. Traffic / Pedestrian Issues: Continues.....

B. Curb Extensions – Planters, Weeds - Soak-N-Wet blew out the sprinklers on East Ave., East and West 4th St. and West Ave.

C. Parking Lots:

D. Alleys:

E. Street Lights: Frontella will look into the outage on the NE corner of East Ave and East 3rd St.

F. Trees: Three trees were replaced on East and West 4th St. Tree barriers were used to support them for the winter season.

9. ADJOURN: The meeting adjourned at 9:29 am

Respectfully submitted,

Helen Rogers
DDA Manager