

DDA

Downtown Development Authority
Rifle, Colorado

MEETING MINUTES Wednesday, June 6, 2018

1. CALL TO ORDER:

DDA Chair, Nella Barker, called the meeting to order at 7:02 a.m.

Members Present: Randy Winkler, Sally Brands, Ed Arnold, Jay Rickstrew, Theresa Hamilton (Council Rep) and Daniel LeMoine

Members Absent: Ed Weiss, Gil Frontella, and John Gilpin.

DDA Manager Present: Helen Rogers

2. APPROVAL OF MINUTES:

The minutes from May 2nd were presented for review. A motion was made by Brands, seconded by Arnold to approve the minutes. The motion passed unanimously.

3. BILLS TO BE APPROVED:

1) HR Design/Helen Rogers; \$2080.00 2) Mountain View Tree Farm; \$172.50 3) Mountain Waste & Recycling; \$68.20, \$61.60 4) VIP Trash Services; \$300.00 5) New Castle Gardens; \$209.40, \$65.70 6) Mr. Power S; \$335 7) Timber Tree Service; \$475 8) Micro Plastics; \$176.29 9) Michael Thomas, Weeding; \$217.50 A motion to approve payment of the bills was made by Brands, seconded by LeMoine, approving unanimously.

4. FINANCIAL REPORT:

The DDA Financial Report and City Report were presented for review. A motion was made by Rickstrew, seconded by Brands to approve the Financial Reports as presented. The motion passed.

5. MANAGER'S REPORT:

DDA Administration – 70.5 hrs.

- The month of May began with Carve Wars on 3rd Street. There were 5 or 6 carvers for 2 days. It drew a lot of attention. Not sure the vendors on the west side of 3rd got much business though as Railroad Ave. separated everything. The downtown stores seemed to benefit such as Midland Arts and Trends Clothing. The Bands at the UTE Bash, Zolopht and The Boroughs were good, but did draw a younger crowd.
- Planted flowers in the Parklet boxes twice as I wanted something for the Rifle Rendezvous Car Show on 3rd, but they didn't last as they were cooler climate flowers (nastursums and pansies) So replanted with hardier plants a couple of weeks ago. The car show went well, E. 3rd was filled with classic cars and live music was played on the band stand which they brought in from the Fair Grounds.

- Lots of maintenance issues were worked on this past month. The two trees on the NW Corner of the Museum Lot were removed. He needed a large crane to remove the cottonwood. The City helped plant a new tree across from the UTE as we needed a chain saw to cut out the old root system. The irrigation start-up did not go smoothly as several valves needed replaced as well as new sprinkler heads. Met with Cassie and Mike from the City's water dept. and O&M to determine problems on the south side of W. 4th Street. The City's valves are corroded and won't turn on. They may need to dig them up and replace the plumbing under the sidewalks.
- Picked up the Downtown Flower Pots from New Castle Gardens and distributed them Friday of Memorial Day Weekend. Store owners seem to appreciate them and will be watering the flowers as needed.
- Met with Tony Cozza of 625Water. He is moving forward on the water mural as well as fixing the side of his building before painting.
- The Rifle Farmer's Market starts in two weeks, June 22nd. The Parks Dept. is adding a door on the restrooms so we can use it for storage more easily than having to maneuver a 4x8 sheet of plywood. We hope to have 15-18 Vendors with 3 of them being produce. We're running into issues of sales tax license when vendor don't have a SS# and are unable to register with the state which they need in order to get a local sales tax. The thought was to bring more diversity to the market and hopefully we will. The state continues to provide the Double Up Food Buck program for SNAP recipients to buy fruit and vegies.
- Listened to a webinar from Community Builders on Building a Better Block. It's a program that started about 8 years ago by a planner to temporarily redesign urban areas to make them more pedestrian friendly usually on a small scale. Our parklet is a prime example. They use paint, temporary barriers, shrubs and duct tape to mark off areas for pedestrians. Parts of Railroad Ave. would be perfect for this as traffic calming and increased pedestrian use.
- Other activities are admin related with regard to agendas, meetings, documentation, emails, budget and finance as well as coordinating general landscape maintenance in the downtown.

6. NEW BUSINESS:

A. Joint Council Meeting Topics

Rogers reiterated the need to meet with Council to discuss Capital Improvements such as Sidewalk Repair and curb extensions before the budget season begins. It was suggested to meet with the interim City Manager to discuss. Rogers will do so.

B. Mural on 625Water Building, W. 2nd St. and West Ave.

Rogers met with Mr Cozza. He indicated he wants to move forward on the project.

C. Rifle Lock Tree Issue

The general consensus regarding the Locust Tree causing damage to the rock foundation was to go ahead and cut down the tree and have it removed. Rogers will speak with Don Locke and coordinate removal.

D. Wendy's Site Plan

The elevation and site plans were available to view. The question of allowing public parking on the west side of the lot seemed to be of concern. The Board wondered if the Park and Ride workers might want to park there causing fewer spots available throughout the day for the general public as proposed. Other concerns were the drive-thru when people are needing to cross to get into the building and why the building was placed so close to Railroad Ave.

E. Other

A public open house for a new City Manager will take place Thursday, June 7th at the UTE Theater from 5:30-7:30pm.

7. PROJECTS

A. Welcome to Rifle Gateway Signage

Winkler indicated the fabrication of the sign is done and ready to be installed. Should happen next week. It will be located higher up on the hill, closer to Whiteriver Ave.

B. New Tree at Museum Lot

Rogers asked the Board if they wanted a new tree planted where the cottonwood and pine were recently removed. General consensus was to save money by not planting a new one and just mulch it in as there is plenty of vegetation in the area.

C. Downtown Flowers, Parklet Flowers

See above. Rogers will water parklet flowers. Others are watered by nearby businesses.

D. Irrigation System on W. 4th St.

See above. Ongoing until resolved.

8. MAINTENANCE

A. General Downtown Maintenance

Rogers will continue to have a worker weeding, pruning and cleaning up the curb extensions and sidewalks at least once a month.

B. Street Sweeping

Rogers will look into why the street sweepers are not sweeping consistently in the downtown.

C. Trash Issues

There is considerably more trash in the containers on E. 3rd Street. Rogers will ask the restaurant owners to help clean up and empty the containers when needed.

9. ADJOURN

The meeting adjourned at 7:33 am.

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager