

DDA

Downtown Development Authority
Rifle, Colorado

MEETING MINUTES Wednesday, Sept. 5, 2018

1. CALL TO ORDER:

DDA Board Chair; Nella Barker, called the meeting to order at 7:06 a.m.

Members Present: Ed Arnold, Ed Weiss, John Gilpin, Randy Winkler, (Council Rep), Gil Frontella, Sally Brands, Daniel LeMoine and Jay Rickstrew.

Members Absent: Theresa Hamilton

DDA Manager Present: Helen Rogers

Guest Present: Nathan Lindquist, City Planning Director

2. APPROVAL OF MINUTES:

The minutes from July 3rd were presented for review. A motion was made by Brands seconded by Winkler to approve the minutes. The motion passed unanimously.

3. BILLS TO BE APPROVED:

1) HR Design/Helen Rogers; \$2080.00. 2) VIP Trash Services; \$150.00. 3) Mr. Power S, Sidewalks, Elk; \$1094.50 4) S&M Plumbing; \$250.00 5) Mtn Waste & Recycling; \$55.00 6) Mistyoga; Paint reimbursement for Storefront; \$130.95. A motion to approve payment of the bills was made by Frontella, seconded by Arnold, approving unanimously. Another bill was found in the packet, 7) New Castle Garden Center \$224.55. A motion was made by Rickstrew, seconded by Frontella to approve the bill. The motion carried.

4. FINANCIAL REPORT:

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

5. MANAGER'S REPORT:

DDA Administration – 78.5 hrs.

- The last Rifle Farmer's Market at Heinze Park will be this Friday. The Farm to Table Fundraiser Dinner is set for Sept. 29th, the last Sat. of Sept., up at the Bookcliff Arts Council Stone House Grounds. Noodle Soup from SITV will be playing. GRHD is supplying the prime rib. All other food is coming from locally sourced growers of fruit, vegies and beef. We'll have a large tent this year in case of rain.
- Attended the VIF and GRIT meeting on August 14th. I submitted a request for the downtown flowers as the money was not transferred as thought earlier in the year. It was approved for the requested \$1250. The planning continues for Western Adventure Weekend, Sept. 21st-23rd. It will be a similar schedule as last year with free

music Friday night at the UTE with Buckstein, a Country Musician from Denver. Saturday events are a Mtn Bike Race; the 'Roan Cliff Chaos', and a 5 mile run, Avid 4 Adventure which includes a climbing wall, paddling tanks, and mtn bike course for the kids is part of the downtown block party. Craft and food vendors are expected along with Colorado bands all afternoon, ending with Mingo Fishtrap, with an 'Austin Texas Soul' sound.

- Spoke with Tony Cozza. He stated he didn't want to pursue the URA money request any further, but was appreciative of the \$750 paint reimbursement.
- Met with Mistyoga regarding the DDA Façade Improvement Incentive. We matched the existing colors of the building to help give it a fresh look.
- Hometown Holiday planning meeting continues. New this year will be Fireworks which were not set off on July 3rd. Celebrating the 5th Anniversary. Won't be an annual thing.
- Irrigation system problems at the Museum continue. S&M Plumbing stated he fixed a wire but still going off randomly. Needing a new timer on the Museum Lot as it goes off randomly. Batteries and valves were replaced. The UTE staff is watering the new tree across from them as it continues to need additional watering.
- Continuing to water the Parklet Flowers every other day. Other flowers seem to be doing well.
- Major weeding occurred in the alley off West Ave. between W. 2nd and W.3rd St. by the preoccupied CMC building. Don Kaufman still own it?
- 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. Budget for 2019

Discussion included a suggested meeting with the new City Manager, Scott Hahn, to go over the budget as has been done in the past with other City Managers.

Suggestion to increase the Landscape budget from \$2,500 to \$3,500 in order to provide more flowers in the downtown.

Rickstrew suggested taking a look at the professional services line item as it takes up a lot of the budget. Rogers will look at how time is spent on various activities for the DDA.

Rogers will look into the City's transfer-in of \$7,000 for sanitation and water.

Further discussion is needed on the budget at the next meeting.

B. Storefront Improvement, Mistyoga

A reimbursement of \$130.95 for paint reimbursement was approved in the financials.

D. Other

John Gilpin offered to help remove graffiti when discovered as he has the materials.

Ed Arnold suggested a certificate of appreciation be given to those who watered the flowers in front of their building.

7. PROJECTS

- A. Western Adventure Weekend – Sept 21-23
See above for more details. Also at www.westernadventureweekend.com
- B. Welcome Hunter Banners
The DDA Board would like to have the orange banners up asap.
- C. Dismantle Parklet After WAW
The Board would like to keep the Parklet up through Western Adventure Weekend and into October, weather permitting.

MAINTENANCE

- A. General Downtown Maintenance - weeds
Rogers continues to coordinate a worker to weed on a monthly basis.
- B. Street Sweeping on Schedule
Street sweeping is occurring every other week, rotating with the round-a-bout, out by I-70.
- C. Graffiti
Rogers continues to seek permission to remove graffiti when it occurs.

9. ADJOURN

The meeting adjourned at 7:56 am.

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager