

DDA

Downtown Development Authority
Rifle, Colorado

MEETING MINUTES Wednesday, October 3, 2018

1. CALL TO ORDER:

DDA Board Chair; Nella Barker, called the meeting to order at 7:03 a.m.

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

Members Absent: Gil Frontella, Daniel LeMoine, Jay Rickstrew, Ed Weiss, and John Gilpin.

DDA Manager Present: Helen Rogers

Guest Present: Nathan Lindquist, City Planning Director, Annie Macgregor, Interested DDA Board Member.

2. APPROVAL OF MINUTES:

The minutes from Sept. 5th were presented for review. A motion was made by Arnold seconded by Brands to approve the minutes. The motion passed unanimously.

3. BILLS TO BE APPROVED:

1) HR Design/Helen Rogers; \$2080.00. 2) Mr. Power S; Welcome Hunter Banners \$70.00 3) Mtn Waste & Recycling; \$61.60. 4) Michael Thomas, Weeding; \$195.00 A motion to approve payment of the bills was made by Winkler, seconded by Hamilton, approving unanimously.

4. FINANCIAL REPORT:

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

5. MANAGER'S REPORT:

DDA Administration – 70 hrs.

- The last Rifle Farmer's Market at Heinze Park was Friday, Sept. 7th. The Farm to Table Fundraiser Dinner was this past Sat. We sold around 80 tickets, feeding around 100 people including 20 volunteers up at the Bookcliff Arts Council Stone House Grounds. Noodle Soup from SITV played some great lively jazz and acoustical music. GRHD supplied the prime rib and fingerling potatoes. All other food came from locally sourced growers of fruit, vegies and beef. The tent added a lot of ambiance this year. Not sure what we made as yet, but the silent auction added around \$900 to fundraising. Thinking \$1,500 – 2,000.
- Attended the VIF and GRIT meeting on September 11th. A strategic planning session is planned at the beginning of the year to confirm where funding should be targeted.

- Western Adventure Weekend was held Sept. 21st-23rd. The free music Friday night at the UTE with Buckstein, a Country Musician from Denver only brought in 102 people. Saturday events for the kids were well attended with a climbing wall, a large paddling tank and mountain bike course were part of the daytime block party. 'Roan Cliff Chaos', the Mtn bike race started at the Fair Grounds. There were 17 Craft vendors signed up and 5 bands played during the afternoon, ending with Mingo Fishtrap, less people attended for the headliner than last year.
- Attended Garfield Co Economic Development Partners on Sept. 20th. Sallie Clark, State Director of USDA Colorado spoke. There are 45 Grant Opportunities through the Dept. concerning Rural Development. They deal with Affordable Housing, Home Improvement, Renewable Energy Assistance and Business Development to name a few. During the round table discussion, GarCo continues to partner with Pitkin County to expand Broadband through Garfield County. Working on 4-5 Towers including Anvil Points Tower, Sunlight Tower, Harvey Gap Tower, and Lookout Mtn Tower. GarCo continues to work with Scot Tipton, the State of CO and the US Interior Department to build the \$10 B Jordon Cove pipeline project from Garfield County to Cooze Cove Oregon by 2024. The plan is to export natural gas to the Asian Market.

New Castle is working on a 60 Unit Senior Housing Development.

The Firefighting Research and Development Drone project at the Airport is expanding with NIST (National Institute of Science and Technology) involvement.

- Attended a meeting with DOLA reps and VIF members discussing the general structure of Main Street and grant opportunities such as a building and business inventory which could be done in the downtown area. Also, a mini grant of \$2,500 is offered to Rifle this year as part of Main Street.
- Retrieved the Welcome Hunter Banners out of storage, hosed them down in my backyard and hung them with the help of Sandor.
- Replaced several boards on the parklet picnic tables with the help of the City O&M Dept. and Rifle Honor Camp.
- Hometown Holiday planning meeting continues. It will be held Nov.30-Dec.2nd. 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 issues continue. Meeting with Buddy Rogers this aft. to get an estimate of winterization and whether to fix areas now or wait until spring.
- Collected all the flower pots yesterday and took to storage.
- Weeding continued on several curb extensions.
- 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. Annie Macgregor, Interested in DDA Board Position.

As stated in her letter of interest, she grew up in Rifle and has recently returned from Montana and now works for Cornerstone Home Lending on Railroad Ave. She would like to become more involved in the community, specifically in the downtown and thought serving on the Board would be a good way to get involved. Rogers stated she

would need to have the owner of the business write a letter stating she would be a representative for Cornerstone Lending. The building is owned by Frontella Rentals.

B. Budget for 2019

After much discussion, a motion was made by Arnold, seconded by Winkler to approve the budget similar to 2018's budget, with the ability to change certain line items as needed. The motion passed. Rogers will submit the budget to the Finance Director to include increasing the Landscape budget from \$2,500 to \$3,500 in order to provide more flowers in the downtown. Also of note is a decrease of the City's cost allocation expenditures from \$4,346 to \$3,500.

C. DOLA Mini Grant, \$2,500

Rogers asked the Board to think about how the grant could be used. Suggestions centered on the 2019 plans of improving the curb extensions and sidewalks. Beautification, better pedestrian access and special events are typical uses for this grant. The Parklet was partially funded by this grant in 2017. Further discussion is needed. Rogers will get quotes on removal of trees and replanting them on 3rd St. There are several tree roots heaving up the sidewalk.

D. Other

Rogers will deliver letters of appreciation to business owners who watered the flower pots in front of their businesses over the summer.

7. PROJECTS

A. Dismantle Parklet Date

The Parklet needs to be dismantled by the end of October. Rogers will ask the City of Rifle O&M Dept. if they can help. Last year, \$800 was paid to have it dismantled.

8. MAINTENANCE

A. General Downtown Maintenance

Rogers continues to coordinate a worker to weed on a monthly basis.

B. Winterize Irrigation System

Rogers is meeting with Buddy Rogers this aft. to get an estimate for winterization of the irrigation system. It was suggested to get another estimate from Steve Ball. Rogers will do so.

C. Street Sweeping on Schedule

Street sweeping is occurring every other week, rotating with the round-a-bout, out by I-70.

D. Graffiti

Rogers will follow up with John Gilpin to help remove graffiti when discovered as he has the materials.

9. ADJOURN

The meeting adjourned at 8:15 am.

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager