

DDA

Downtown Development Authority
Rifle, Colorado

MEETING MINUTES Wednesday, February 6, 2019

1. CALL TO ORDER:

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

Members Present: Jay Rickstrew, Ed Arnold, Ed Weiss, Gil Frontella, Sally Brands, Theresa Hamilton (Council Rep) and Raquel Mendizabal

Members Absent: Nella Barker, Daniel LeMoine

DDA Manager Present: Helen Rogers

Guest Present: Steven Weiler, Rifle Branch Library Manager, Nathan Lindquist, City Planning Director, Kim Burner, GRIT Manager.

2. APPROVAL OF MINUTES:

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

3. BILLS TO BE APPROVED:

1) HR Design/Helen Rogers; \$1800.00. 2) Mtn Waste & Recycling; \$64.14 and \$64.37. 3) All Around Property Maintenance (Snow Removal); \$1110. 4) Mr. Power S, Christmas Lights; \$330. 5) Rifle Chamber of Commerce Membership; \$190. 6) Downtown Colorado, Inc. Membership; \$220. A motion to approve payment of the bills was made by Brands, seconded by Frontella approving unanimously.

4. FINANCIAL REPORT:

The DDA Financial Report and City Report were presented for review. A motion was made by Rickstrew, seconded by Frontella to approve the Financial Reports as presented. The motion passed. A request to see the balance sheet as part of the Financial Report was requested. Rogers will request this from the Finance Dept. for upcoming meetings.

5. MANAGER'S REPORT:

DDA Administration –60 hrs.

- Most of my time this past month has been either working on the Farmers Market or the Christmas Lights.
- Submitted a VIF application of \$4,000 for the Farmers Market Bands in the gazebo.
- Attended a Colorado Farmers Market Double Up Food Buck 4-hour Seminar from state reps. Our regional meeting was held at the Rifle Library. If a person who is on SNAP (Food Stamps) and they spend \$20 from their account, the money is matched with Food Bucks, so they would get \$20 of additional money (bucks) to spend on

produce only. Funded through the Farm Bill. The vendors turn in the bucks and are reimbursed at the following market. Then we are reimbursed through GarCo.

- Other Market projects are the Special Events Application to the City, CFMA which provides an opportunity to get cheaper insurance for the Market, SNAP Application through the Dept. of Agriculture, reserving Heinze Park, and the Traffic Control Plan. I've started booking bands this past week and have 7 out of 12 spots filled which has been a great response.
- Submitted a follow-up evaluation to GRIT for the Downtown Flower Pots.
- Attended the VIF and GRIT meeting on January 15th. The Signature Events included the Rifle Farmers Market, Bookcliffs Arts Concert Series, Rifle Rendezvous, Hometown Holidays (+ Fireworks again), Rifle Heritage Center Mystery Dinner, 3rd of July Celebration, and Western Adventure Weekend and more.
- The Christmas Lights were taken down from the trees and the white and red lights were placed on the light poles.
- The Rifle CoWork Space in the Henry Building is moving along. It should be ready to tour by the next meeting.
- Other activities are admin related with regard to agendas, meetings, documentation, emails, and obtaining invoices from vendors.

6. NEW BUSINESS:

A. GRIT Survey

Kim Burner, GRIT Manager, presented a survey which has been distributed to all the City Boards in Rifle to determine what interests and priorities people have for Rifle. It will be used in the strategic planning process for GRIT. Kim stated she will send the survey to Rogers and she can distribute it through email. Kim presented a shorter version.

B. New Park 'n Ride Relocation Design, Glen Lerner Property

Lindquist presented a design concept for a new Park 'n Ride area south of Centennial Parkway or 6&24. The concept came from Charlier and Associates, a Transportation Planning and Design Group. The plan shows a linear parking lot next to the Railroad with building sites pushed toward Centennial Parkway. The bus stop pull-outs will be along Centennial Parkway. Bustang, the Grand Junction to Denver Route will use it as well. There will be a land swap between CDOT and Glen Lerner to better accommodate parking. It likely will be a 2 year planning project to finalize the design and find money to build it.

C. Wendy's Development

Lindquist indicated they have their building permit and should get started soon. A retaining wall redesign seems to be holding it up. Staging will be done on Bob Ragulski's property next to the building site. Xcel Energy has been burying the lines in the alleyway. Lindquist also indicated the City will be using \$250,000 from the URA Fund to help with streets and sidewalks. Wendy's will generate about \$50,000 per year through the TIF (Tax Increment Financing) so payback will be in four years. Colorado River Engineering will provide Construction Management of streets and sidewalks.

D. Rifle Co-Work Space at the Henry Building

Rogers informed the Board of the progress being made with the building due to open Feb. 1st. The REEDC office will be moving into that space after renovations have been made.

E. Other

Arnold stated the landscaping by the Brenden Theater has deteriorated and several plants have died. He was wondering who was supposed to be taking care of that. Winkler suggested Arnold write a letter to the City Manager, Scott Hahn, or Barb Clifton, Mayor, to state his concerns.

Rogers shared info presented at the Planning and Zoning Meeting. The City is creating a 'sale' of \$9,000 reduction in tap fees for new residential properties until April 2020.

Also at P&Z, Davis Partnerships presented the plans for the Grand River Health expansion as well as the new Care Center. Ground Work Construction will begin mid-February and likely last 2 years for both projects, employing around 300 construction workers. FCI Construction is heading it up. The Care Center will likely employ 200 new people.

7. PROJECTS

A. Renew Rifle, Downtown Spring Clean-Up, April 27th

Will be held the weekend between the City-wide clean-up.

B. Third Street and Railroad Ave. Design

Will likely have RFQ's (Request for Qualifications) by next meeting.

C. Sidewalk Repair

The City, per Scot Hahn, indicated they would put it on their list of street projects.

D. Rifle Farmers Market

On-going admin related issues for start-up.

8. MAINTENANCE

A. General Downtown Maintenance

Continue to monitor.

B. Snow Removal

Continue to monitor to reflect billing.

9. ADJOURN

The meeting adjourned at 8:02 am.

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager