

# DDA

Downtown Development Authority  
Rifle, Colorado

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Wednesday, December 4, 2019

## **1. CALL TO ORDER:**

DDA Board Chair; Randy Winkler called the meeting to order at 7:04 a.m.

Members Present: Sally Brands, Ed Arnold, Gil Frontella, and Daniel LeMoine.

Members Absent: Raquel Mendizabal, Nella Barker, Ed Weiss, Theresa Hamilton (Council Rep) and Jay Rickstrew.

DDA Manager Present: Helen Rogers.

Guests Present; Nathan Lindquist, Asst. City Manager and Planning Director, Craig Spaulding, City Engineer, Eric Brynaldson, Civil Engineer, and Kevin Atchison.

## **2. APPROVAL OF MINUTES:**

The minutes from November 6th were presented for review. A motion was made by Brands, seconded by Arnold to approve the minutes. The motion passed.

## **3. BILLS TO BE APPROVED:**

1) HR Design/Helen Rogers; \$1,980 2) Mountain Waste and Recycling; \$67.40 3) Mr. Power S; \$330 4) All Around Property Mgmt; \$360 5) Signage: Crescent Moon Spiritual Goods; \$646.19 A motion to approve payment of the bills was made by LeMoine, seconded by Brands, approving unanimously.

## **4. FINANCIAL REPORT:**

The DDA Financial Report was presented for review. Ed Weiss was unable to attend the meeting, so it was decided to table approving the financial report until next month.

## **5. MANAGER'S REPORT:**

### **DDA Administration - 66 hrs.**

- During the month of November, attended weekly organizational meetings for Hometown Holiday. See the Schedule of Events.
- Tested and put up the Christmas Lights along East and West Third Street. The city is currently not working with the Honor Camp Labor Force, so they had limited time to even install the garland, wreaths and banners along Third before Thanksgiving. The overhead large white lights seem to all be working and look better now that they were re-taped. One of the large electrical trucks tore down some of the lights when coming out of the Moose Parking Lot. We were able to replace them and re-wrap the tree.
- Attended the GRIT meeting, Nov. 12<sup>th</sup>. Items discussed were the Rifle Arch Trail Design (VIF \$20,000) and the phased approach to completion. See maps. Also discussed was the \$2,500 matching grant from 2020 Main Street Mini Grant program. The total of \$5,000 will be used for signage in the downtown area to include parking

signage and wayfinding to parking areas. Hopefully, the Wayfinding Signage package plan obtained from DHM Design, back in 2013 will continue to be implemented. The Rifle Sign coming into town that Randy Winkler created is based on those designs.

- The Colorado Tourism Organization or CTO has created a new state branding campaign which has 7 designated areas across the state. Rifle and Silt are on the edge of 'The Great West'. Parachute is with Mesa's and New Castle and Glenwood Springs are with the Mountain Region. Not sure how Garfield County will help with funding when the county is so broken up. More to come on that project.
- Met with Crescent Moon Spiritual Goods and GarCo Sew Works, who both recently moved to new downtown Rifle locations about the DDA Signage Program and gave them both the forms.
- Finished the Farmers Market DUFEB End of Year report and sent in the remaining 'bucks' to the state. Through the WIC, SNAP and DUFEB programs, the Market sold \$4,262 worth of fresh vegetables and food through our partnerships with county and state aid agencies to those who might not have access to fresh food.
- Other activities are admin related with regard to agendas, meetings, documentation, emails, and obtaining invoices from vendors.

## **6. NEW BUSINESS:**

### **A. Railroad and 3<sup>rd</sup> St. Redesign**

Craig Spaulding, Eric Brynaldson and Nathan Lindquist presented new design concepts for 3<sup>rd</sup> St. to include a more movable/flexible parking and pedestrian use by using moveable bollards to create pedestrian spaces for summer and winter. The new plan will decrease parking spaces by 8 on East 3<sup>rd</sup> Street and by 1 space on West 3<sup>rd</sup> Street. Lindquist states the City will be applying for an FMLD Grant, a DOLA Grant and will use the URA Fund to help pay for the project.

The DDA Board continues to be concerned about lease agreements with restaurant owners to use the new pedestrian seating spaces and whether to stay at the 60 degree angle parking or change to 45 degree angle parking. Changing to 45 degree angle would increase the width of the drivable lanes and decrease the overhanging bumper onto the sidewalks. The City plans to temporarily try the 45 degree parking and see what the response is.

Lindquist presented a parking study analyzing other opportunities for public parking throughout the downtown area. The hope is to create or call out nearby parking spaces thereby decreasing the impact of losing 9 parking spaces along 3<sup>rd</sup> Street. Also, the Parking Lot behind Bray Real Estate could provide more parking.

Lindquist stated RFTA will be providing bus service from Rifle to Parachute in the near future with funding coming from the County.

### **B. January Date for DDA Meeting**

As the first Wednesday of the month is New Year's Day, Rogers will send out an email to all the Board Members to see if Thursday, January 2<sup>nd</sup> or the following Wednesday, January 8<sup>th</sup> will work best to meet.

## **7. PROJECTS**

### **A. Holiday Lights and Decorations**

Most of the decorations are up for the Holidays.

### **B. Hometown Holidays, Dec.6<sup>th</sup> + 7th**

The signature event continues to be a big one for the City of Rifle. The Schedule of Events is posted on the Chamber Web page as well as flyers distributed around town.

## **8. MAINTENANCE**

### **A. General Downtown Maintenance**

Rogers continues to monitor downtown issues such as tree limbs, lighting and trash.

### **B. Snow Removal**

All Around Maintenance is ready to go with snow removal when accumulations are over 2”.

### **C. Third Street Bridge Lamp Lens, Walker Electric**

Walker Electric has ordered the missing reflecting part for the light fixture and will add it when it comes in. Called again on Nov. 4<sup>th</sup>, and Dec. 2<sup>nd</sup>.

## **9. ADJOURN**

The meeting adjourned at 8:14 am.

Respectfully Submitted,

Helen Rogers  
Part-Time DDA Manager