

DDA

Downtown Development Authority
Rifle, Colorado

Wednesday, May 6, 2020

The meeting was held by conference call due to the COVID -19 Virus, and the social distancing and stay at home directive by the Governor of Colorado.

1. CALL TO ORDER:

DDA Chair, Randy Winkler called the meeting to order at 7:02am.

Members Present: Ed Arnold, Jay Rickstrew, Kevin Atchison, Raquel Mendizabel, and Jacquelyn Johnson.

Members Absent: Daniel LeMoine, Gil Frontella, Ed Weiss, and Theresa Hamilton (Council Rep)

DDA Manager; Helen Rogers

Guests Present; Nathan Lindquist, City Planning Director

2. APPROVAL OF MINUTES:

The minutes from April 1st were presented for review. A motion was made by Ed Arnold, seconded by Racquel Mendizabel to approve the minutes. The motion passed.

3. BILLS TO BE APPROVED:

1) HR Design/Helen Rogers; \$1,650 2) Mountain Waste and Recycling; \$82.76 3) All Around Property Mgmt., Retainer; \$450, Weed Control; \$480 4). Walker Electric; \$440.80. 5) Angela Cagle, Trimming, Weeding; \$119. A motion to approve payment of the bills was made by Rickstrew, seconded by Johnson, approving unanimously.

4. FINANCIAL REPORT:

The DDA Financial Report was not available at this time.

5. MANAGER'S REPORT:

DDA Administration –55 hrs.

- A series of 4 Conference calls occurred each Friday morning during April with Nathan Lindquist, Katie Mackley, Kim Burner, Tanya Doose, Jessica Paugh (Parachute EDC) along with a few others on different days. Items discussed were interpreting SBA Federal Grant opportunities, Covid Grants and local banks who will participate, the City's Small Business Loan/Grant, the County's CERT (County Emergency Recover Team) and promoting Shop Local with concerns for small businesses.
- The County is aligning with Governor Polis's recommendation with creating 3 stages of social interaction. We are presently in Stage 1 (up to 10 people) lasting until approximately May 26th, Stage 2 (up to 25 people) lasting another 4 weeks until approximately June 22nd and Stage 3 (up to 50 people) lasting until approximately

July 20th. All depends on numbers of virus outbreaks and deaths if the stages will progress.

- Rifle has created a \$100,000 Small Business Loan, loaning up to \$2,000 for each area businesses who qualify. Silt is creating a \$20,000 loan for Silt businesses (administered by RREDC) and Parachute has created a \$100,000 loan/grant program.
- Listened to the GarCo Economic Forum. Jankowski indicated the County has contributed an additional \$500,000 to Human Service Financial Assistance programs. All retail/restaurant businesses need to submit a plan to GarCo Public Health for sanitizing protocols, safe distancing and mandatory face mask protocols in order to open.
- Rogers continues to work on Rifle Farmers Market Issues, meeting with the Chamber to organize beer and wine sales at the Market, writing a letter to Council regarding this issue, and 2 Board meetings. After receiving a letter from Garfield Public Health, looking into ‘Bountiful Basket’ concept where people order on-line and come and pick up their box of fruit and vegies. A drive-by event, no bands, closed park, and no artisans or children’s activities. The Market is supposed to open June 19th. May push it back to July 3rd?
- The GRIT/VIF Meeting was held on April 14th through Zoom. At that time the RREDC was working on the Small Business Loan/Grant. GarCo Public Health was asking for volunteer assistance in boxing up and handing out food at the Fair Grounds. The need for communication with the public was emphasized.
- Participated in the DCI COVID-19 Recovery & Response Framework call April 23rd. PUMA Consultants (Progressive Urban Mgmt Assoc) presented some interesting ideas and strategies. Some of these are; Create a locally funded recovery fund – long term included, expand local markets, strengthen all downtown interests, create locally based special events to instill pride and ownership, affordable living options, if storefronts empty – create pop-ups. They predict property taxes may decline briefly 10-15%, but will rebound, but sales taxes will take some time to recover.
- Met with Xcel Western Slope Rep., Chris Wild and Micro Plastics staff regarding using our pole banner supplies to hang photos of Rifle High School graduating seniors along Railroad Ave. They will be 2-sided. The effort will be led by Micro Plastics staff.
- Regarding downtown maintenance issues, enlisted the help of a college age girl who lives in Rifle, Angie Cagle, who was laid off from her downtown flower maintenance job in Glenwood Springs. She will be helping to maintain the curb extensions and flowers in the downtown until August when she returns to college.
- Other activities are admin related with regard to agendas, manager’s report, documentation, emails, and obtaining invoices from vendors.

6. NEW BUSINESS:

A. Downtown Renovation, Re-work Priorities – Nathan Lindquist

Due to DOLA budget constraints the City has been asked to scale down the renovation plans of 3rd Street and Railroad Ave. Also, the City was not awarded the FMLD Grant it had applied for from the County but will apply again in the Fall.

The revision calls for working on the 3rd and Railroad intersection and Railroad Ave. (3rd – 5th Street at this time.

B. COVID-19 Small Business \$2,000 Loans/Grants, funded by City of Rifle

A reported 44 Small Business Loans have been given to area businesses. The City Funded \$100,000 from the General Fund to help pay for this stimulus.

Rickstrew reported Alpine Bank has loaned \$32 million to date to area businesses. The Federal Program should end shortly as the money will run out if not federally funded again.

C. Parking Lot Sealing and Restriping

Rogers and Winkler will meet and look over the Parking Lots. Consensus from the DDA Board was to move forward on getting it done this year.

Rogers obtained bids from Lion Construction & Paving for \$6,095, Kaufman Seal Coating at \$5,780 and TNT Striping for \$4,030.80. At the last DDA Meeting, a motion was made by Rickstrew, seconded by Johnson to use Toby Miller with TNT Striping, who is in Rifle. The motion passed.

Rogers reports there is money in the budget presently for this in Repair and Maintenance but will run out by the end of the year as it was not budgeted for. This generally occurs every four years and we are in the 3rd year for sealing and striping. If needed a letter will be submitted to City Council, to request the movement of funds from the DDA Fund Balance of \$85,803, of \$5,000 to be moved to the Repair and Maintenance Account.

D. Other

The renovation of the pool continues and the hope is to open parts of it this summer. Planting shade trees has recently occurred around the perimeter of the pool area. Life guards have been hired. Austin Rickstrew is managing the Pool this year.

Winkler stated \$1,500 has come in for the Senior Banner Project along Railroad. Around \$4,500 is needed depending on how many seniors submit their photos. Rickstew indicated Alpine Bank can donate another \$2,500 for the project. Rogers and Micro Plastics staff met with an Xcel Energy Representative to get permission to hang the banners on their poles. They will use the DDA's brackets and poles.

7. PROJECTS

A. Parklet Build for Outdoor Seating

Building the parklets has been put on hold until Garfield Public Health increases the numbers on social distancing.

Katie Mackley with the RREDC and Kim Burner, GRIT Manager, have been asking area restaurants what kind of needs they have concerning seating and outdoor dining. That poll has not come back yet.

The hope is by mid to late May, social distancing will increase and the parklets can be built.

B. Downtown Flowers, New Castle Gardens

The flower pots were taken to New Castle Gardens last month. They are due to be picked up and distributed in the downtown around Memorial Weekend.

8. MAINTENANCE

A. General Downtown Maintenance

Rogers continues to monitor. All Around Property Management sprayed for weeds and cleaned out tree wells.

B. Shrubs and Tree Trimming

Angela Cagle, has been hired to help with mulching, pruning, and helping with the downtown flowers until August when she'll go back to College.

9. ADJOURN

A motion to adjourn the meeting at 7:49 am was made by Atchisen, seconded by Rickstrew, approving unanimously.

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager