

DDA

Downtown Development Authority
Rifle, Colorado

Wednesday, November 11, 2020

The meeting was held by conference call due to the COVID -19 Pandemic.

1. CALL TO ORDER:

DDA Chair, Randy Winkler called the meeting to order at 7:03am.

Members Present: Jacquelyn Johnson, Kevin Atchison, Ed Arnold, Christine Campbell and Daniel LeMoine.

Members Absent: Theresa Hamilton (Council Rep), Jay Rickstrew, Gil Frontella, and Raquel Mendizabel.

DDA Part-Time Manager; Helen Rogers

Guests: Nathan Lindquist

2. APPROVAL OF MINUTES:

The minutes from September 2nd were presented for review. One correction was made. A motion was made by Atchison, seconded by Winkler to approve the minutes from September with correction. The motion passed.

3. BILLS TO BE APPROVED:

1) HR Design/Helen Rogers; \$1,455. 2) All Around Property Maintenance, Snow Removal and Winterizing Irrigation System; \$600. 3) Bryce Bauer, Downtown Maintenance, \$63. A motion to approve payment of the bills was made by Arnold, seconded by Atchison approving unanimously.

4. FINANCIAL REPORT:

The DDA Financial Reports from the City were available for review along with the working budget spreadsheet. A motion was made by Johnson, seconded by Campbell to accept the financials as presented. The motion passed.

5. MANAGER'S REPORT:

DDA Administration –48.5 hrs.

- Continuing to wrap up the Financials for the Farmers Market. The board member we thought was working on them apparently did not follow expenses as we thought she was. Submitted the VIF Grant Evaluation Form to Kim Burner. The Market was granted \$4,000 at the beginning of the season for the Bands, which was paid out to all the bands who played at the UTE.
- The New UTE Theatre Society has applied for the City of Rifle COVID Non-Profit Grant, asking for \$4,200.
- Attended a River Visioning Workshop at the CDOT Rest Area, Monday, October 12th, as a VIF Board Member and Planning and Zoning Commission Member. The workshop was led by Community Builders. A walk around the Boat Ramp Area and

west along the River took place with discussion afterwards. They will compile a list of priorities and schedule another meeting. Some of topics discussed were better accessibility, mixed use of the River Front with the idea of a Kayak/Surf Park, handicapped fishing areas such as piers, and increased trails.

- The online VIF/GRIT meeting occurred Tuesday, October 13th. The Historic Structure Assessment Grant (HSA) for the bridge across the Colorado River was submitted. Hometown Holidays will take a different approach this year, with the Parade and Fireworks being held up at the Airport. The idea is for families to stay in their cars and drive by the floats along with watching the fireworks in their cars as well. Symphony in the Valley will be recorded at the UTE and will play online during the event.
- Spoke with Hays and Strode Law Firm on W. 4th Street regarding the Storefront Improvement Fund. They are in the process of repainting their building.
- Continuing to try and meet with Staff from the Daily Sentinel Newspaper. They have stated twice they would be in the Rifle Area to meet and have not followed through. May have to get the parts myself and try and match the paint.
- Regarding the downtown Irrigation System, submitted the four areas that need attention to Scot Hahn, but have heard nothing.
- Picked up all the Flower Pots, deposited the organic material at the Cemetery and put the pots in the storage unit.
- Will continue to cut down the Russian Sage in the curb extensions and clean up the leaves. Bryce Bauer is now helping to do this at \$18 per hour.
- Other activities are admin related with regard to agendas, manager's report, documentation, emails, and obtaining invoices from vendors.

6. NEW BUSINESS:

A. Downtown Street Renovation Update – Nathan

Nathan Lindquist was available to discuss the Update. Craig Spaulding, City Engineer, is readjusting the costs to around \$4 million. The FMLD Grant came in at \$200,000 instead of the \$500,000 requested but a \$1,000,000 DOLA Grant was recently awarded to help cover the costs. Lindquist stated the project will move forward, with some adjustments such as not resurfacing Railroad from 2nd St. to 3rd St., but the intersection of 3rd and Railroad will take place as well as street and sidewalk improvements to east and west 3rd St. and Railroad from 3rd to 5th Streets. The parking lot north of the historic Rifle House will be resurfaced, additional parking at the Post Office and placing power lines underground in the alleyways. Hopefully the final cost estimates and drawings will be available by the next DDA Meeting. The City would like to see how the DDA could financially contribute. LeMoine stated he would like to make sure the DDA Board has consensus on the amount contributed to the project as it's coming out of the DDA's reserve account.

B. Graffiti Art / Mural Regulations – Randy Winkler

Winkler stated he has looked at Sign Codes and descriptions of Art Murals in other towns such as Tempe and L.A. along with other Colorado towns. He feels Rifle has good sign codes and did not recommend changing them. Regarding Murals, a Design Review Committee could be formed to review design criteria, but many times it's up the

building owner to decide. Creating regulations could make it too restrictive and lack creativity. Winkler will bring before the Board other municipality art mural directives to review for the next meeting.

C. Snow Removal Contract

Rogers received a contract proposal from All Around Property Maintenance for snow removal for the 3 DDA Parking Lots. The cost is \$50 per lot with a retainer fee of \$450 per month. The contract is from November 15 – April 15th. They did remove snow in October at this same rate. The DDA Board approved continuing snow removal service through them.

D. Vice Chair Vacancy

Kevin Atchison stated he was interested in becoming Vice-Chair. A motion was made by Johnson, seconded by Arnold to nominate Kevin Atchison for Vice-Chair. The motion passed.

E. Other

Atchison stated he could set up a Zoom Meeting for next month if the Board would like. Winkler is hopeful to hold the meeting in person at City Hall if allowed. Several Board members do not have a camera on their computer screens. It will be determined a week ahead of time if a Zoom Meeting is needed.

7. PROJECTS

A. River Visioning Committee

See above. More emphasis coming the first of the year.

B. Newspaper Rack Repair

Rogers will meet with the Post Independent Rep. The doors on the newspaper racks are starting to fail, the plexiglas is breaking and becoming clouded and the supports are rusting. Rogers will continue to pursue solutions to improve them.

C. Christmas Lights

Rogers will have help from Bryce Bauer this year as Sandor Drucker moved to Tennessee. Trying to have them up before Thanksgiving.

8. MAINTENANCE

A. Irrigation Systems

Lindquist stated the City would like to see a map pointing out the locations needing repair.

B. Shrubs and Tree Trimming, Weeds

Continue to trim as needed to keep branches 8' above ground.

C. General Downtown Maintenance

On-going.

9. ADJOURN

The meeting adjourned at 7:48 am.

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager

