

# DDA

Downtown Development Authority  
Rifle, Colorado

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Wednesday, July 7, 2021  
Rifle City Hall

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

Ed Arnold called the meeting to order at 7:07am.

Members Present: Cheryll Anderson, Adam Whitt, and Jacquelyn Johnson (by phone).

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

DDA Part-Time Manager; Helen Rogers

Guests: Craig Spaulding and Patrick Waller

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

The minutes from June 2nd were available for review. A motion was made by Whitt, seconded by Johnson, approving unanimously.

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

1) HR Design/Helen Rogers; \$1,875. 2) Mountain Waste & Recycling, 2 yd. alley Bin; \$76.96. 3) Bryce Bauer, Weeding and Pruning; \$108. 4) New Castle Gardens, \$2,500 (1/2) A motion to approve payment of the bills was made by Whitt, seconded by Johnson, approving unanimously. A second motion to approve the New Castle Gardens bill was made by Arnold, seconded by Whitt, approving unanimously.

## **4. FINANCIAL REPORT:**

The DDA Financial Reports from the City were available for review along with the 2021 working budget spreadsheet. It was noted the County Treasurer Fees are increasing exponentially. Rogers will look into it with Finance Director.

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

DDA Administration – 62.5 hrs.

- The Farmers Market started on June 18<sup>th</sup>, running for 12 weeks until Sept. 3<sup>rd</sup>. Response has been good from Vendors and the public. We now and food, 'Michael Thompson with 'Rollin' in the Dough' and Carters Smoked Salmon. The Chamber is selling Beer and Wine along with other beverages. The Farm to Table Fundraising event is scheduled for September 18th.
- Dropped off information to all the downtown businesses regarding the Redevelopment Business Impact Grant. Not everyone is participating and there is about \$14,000 left which would be 7 businesses.
- Another letter of support was submitted to CDOT along with the City's Grant Application for the Parking Lot land swap on the Glen Larner Property. The grant is called 'Move Western Garfield County'. Glenwood Springs down to Grand Junction are participating in the application.

- The City's Communications Meeting on Monday afternoons continues; updating the Facebook Page with events and the City's info web site is the emphasis. Scott Hahn continues to interview business owners along with stating City announcements.
- Still waiting for the Midland Arts sidewalks to be done as I'm watering their flowers in my driveway.
- The GRIT Mtg, was held on June 8<sup>th</sup>. We received 2 applications, one from the Rifle Rec Dept asking for \$7,000 to enhance the July 3<sup>rd</sup> experience with a 'Bump 'n Jump' rental, Bubble Tower, Face Painter, and Jim the Juggler. RAMBO requested \$15,000 for a metal artistic shade structure and holding a special event for Phase II in September. Both requests passed. VIF has awarded RAMBO \$32,000 in 2019 and 2020. (To date: \$47,000)
- Participated in the Grand Opening of the Hogback Mountain Bike Trails up by Rifle Arch on Saturday, June 5<sup>th</sup>. Around 50 people attended.
- Dealing with several sprinkler issues. Hoping to meet with City staff along with Buddy Rogers to determine next steps.
- Maintenance Issues continue throughout the summer with weeding and pruning shrubs and trees throughout the downtown. Working with Bryce Bauer when available.
- Gave a Storefront Improvement Form and Signage Form to Jalisco's. They bought the Texan Bar and will call it the 'Rifle Bar'. They plan to paint the façade.
- Was asked to participate in a tour of the new lettuce greenhouse in Silt called Spring Born Lettuce. It's a completely automated system eventually producing and packaging 3 million small heads of greens a day. They've invested \$50 million into the project.
- 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**

Craig Spaulding, Rifle City Engineer, reports the water line along east and west 3<sup>rd</sup> Streets should be complete and ready for concrete around June 20<sup>th</sup>. XCEL Energy has finished their preliminary work on their gas line systems, but still need to continue to work in the alleys to finish up their gas line work. Asphalt coverage for the Parking Lot and intersections is to be done July 16<sup>th</sup>.

Board Member Cheryll Anderson indicated there continues to be communication problems as to when the McLearn building will be impacted. She reports kids are climbing in and out of the large concrete planter boxes and she's afraid they will get hurt. A new awning for the McLearn building will be built along Railroad and she needs to know when that can happen.

### **B. City of Rifle Downtown Business Relief Grants**

Rogers compared lists of businesses who have participated in the \$2,000 grant. There seems to be 6 businesses who have not completed the form. Rogers will speak with

each one and determine if they want to move forward on it. The grant has given out \$56,000 so far with \$14,000 left.

**C. Strategic Planning Date**

The best date when everyone can participate is August 4<sup>th</sup> from 6-8pm. Location to be determined.

**D. Other**

Two Board members resigned this month, Gil Frontella and Christine Dyer from the Rifle Branch Library. Rogers will continue to ask business and property owners if they are interested in joining the Board.

**7. PROJECTS**

**A. Rifle Farmers Market**

The Market started June 18<sup>th</sup> at the Heinze Park location. See above in Manager's comments.

**B. Walking Tour / Historic Signage**

Rogers suggested bringing this up for discussion during strategic planning.

**C. Flower Pot Distribution**

Rogers will keep in touch with Midland Arts to deliver flower pots.

**8. MAINTENANCE**

**A. Mulching, Weeding and Pruning**

On going

**B. Resurfacing Museum Lot and E.4<sup>th</sup> St. Lot**

TNT Striping is ready to go when the lots are available this fall.

**C. Irrigation System**

Rogers will set up a City and Contractor meeting to determine solutions to problems throughout the system.

**9. ADJOURN, 7:50 am**

Respectfully Submitted

Helen Rogers  
Part-Time DDA Manager