

# DDA

Downtown Development Authority  
Rifle, Colorado

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Wednesday, September 1, 2021  
Rifle City Hall

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

Jay Rickstrew called the meeting to order at 7:02 am.

Members Present: Cheryll Anderson, Adam Whitt, Jacquelyn Johnson, Ed Arnold, and Raquel Mendizabel.

Members Absent: Theresa Hamilton (Council Rep)

DDA Part-Time Manager; Helen Rogers

Guests: Kim Burner, GRIT Manager

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

The minutes from August 4th were available for review. A motion was made by Arnold, seconded by Mendizabel, approving unanimously.

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

1) HR Design/Helen Rogers; \$1,200. 2) Bryce Bauer, Weed Control; \$81. A motion to approve payment of the bills was made by Arnold, seconded by Mendizabel, approving unanimously.

## **4. FINANCIAL REPORT:**

The DDA Financial Reports from the City were available for review. A motion to approve the financial reports as presented was made by Arnold, seconded by Johnson, approving unanimously.

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

DDA Administration – 40 hrs.

- The Farmers Market continues to go well. Jill Cohn will be playing this Friday night. The Farm to Table Fundraising event is scheduled for Saturday, September 18<sup>th</sup> on the Bookcliffs Art Center lawn. Noodle Soup is playing for the dinner with prime rib and locally grown produce and Western Slope wine and beer being served. Cost is \$55 per person with on-line purchasing.
- Wrote a letter to the Planning Director in support for the She Haus Signage Variance.
- Submitted the approved DDA Budget into the Casselle Program for the City.
- On vacation from August 10<sup>th</sup> – 24<sup>th</sup>.
- Continue to deal with several sprinkler issues. Michael Langhorne calls me when he sees a problem as the Museum Lot was running continuously last Friday. It was turned off and then sprung a leak at the valves so it's completely turned off now. Buddy Rogers gave a bid of \$1,300 per month to service all the irrigation and maintenance of plants in the DDA District. Created a list for the Water Dept.

in order to have work orders so they can look into several meter issues and broken pipes. Trying to find out if it was passed on as Lynn is out of the office until after September.

- 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 Update / Landscape**

XCEL Energy continues to be a major obstacle to timely completion of the project with their gas line work. They have been replacing meters in the alley recently and blocking business parking. Railroad Ave., will remain open until after Labor Day, then closing from Railroad to about 5<sup>th</sup> St. Both East and West 3<sup>rd</sup> Streets are to be open starting today, Sept 1st. The project is scheduled to be complete by Oct. 13<sup>th</sup>, including landscape.

### **B. State Grants for Storefront Renovations**

Kim Burner stated she and the Planning Dept. continue to monitor state and federal grants becoming available to improve storefronts and revitalize the economy

### **C. Other**

At City Council's Meeting tonight, Tommy Kline, Rifle's Chief of Police will be appointed to acting City Manager. There are 5 seats open on Council this fall.

## **7. PROJECTS**

### **A. Rifle Farmers Market**

See above in Manager's Report.

### **B. Walking Tour / Historic Signage**

To be discussed during strategic planning.

### **C. Block Party Celebration in place of WAW (Sat. Oct 2<sup>nd</sup>)**

Date to be moved back when project complete. Chamber of Commerce in discussion to possibly host an event downtown.

## **8. MAINTENANCE:**

### **A. Mulching, Weeding and Pruning**

On-going with Bryce Bauer when available.

### **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 continues to monitor progress to fix the problems. Last month a list of issues were given to Lynn Miller, at the Water Billing Dept. to create work orders in order for the Water Dept. staff to address the problems such as broken meters and pipes along East and West 4<sup>th</sup> Streets. Nothing has occurred at this date.

## **9. ADJOURN, 8 am**

Respectfully Submitted,

Helen Rogers

Part-Time DDA Manager

