

DDA

Downtown Development Authority
Rifle, Colorado

Wednesday, January 5, 2022
Rifle City Hall

1. CALL TO ORDER:

Jay Rickstrew called the meeting to order at 7:06 am.

Other Members Present: Erick Perez, Jacquelyn Johnson, and Alicia Gresley (Council Rep).

Members Absent: Raquel Mendizabel, Adam Whitt, and Ed Arnold.

DDA Part-Time Manager Present; Helen Rogers

Guests Present; Kim Burner, GRIT Manager, and Jeff Shanks, City of Rifle O&M Dept.

2. APPROVAL OF MINUTES:

The minutes from December 1, 2021, were available for review. A motion was made by Johnson, seconded by Perez, approving unanimously.

3. BILLS TO BE APPROVED:

1) HR Design/Helen Rogers; \$1,575 (Dec). 2) Bryce Bauer, Elk Christmas Banners, Snow Removal; \$45. 3) All Around Property Mgmt; \$1900. (Dec) 4) Mtn Waste & Recycling, 2-yd bin; \$158.38 (Nov. and Dec.) 5) Mtn Waste & Recycling; \$1172.60 (Nov. and Dec.) A motion to approve payment of the bills was made by Johnson, seconded by Perez, approving unanimously.

4. FINANCIAL REPORT:

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

5. MANAGER'S REPORT:

DDA Administration –December - 52.5 hrs.

- The Hometown Holiday event went well with an estimated 9,000 attending over the 3 day event. Of course the fireworks and parade of lights were the biggest draws. To attract people to the downtown area, during the day on Sat., Kim, Kari Slappey and I created a photo scavenger hunt throughout the downtown, and prizes for all participants were given out. The VIF (Visitor Improvement Fund) offset the costs for this at \$2,500.
- The GRIT Meeting was held December 14th. We had an on-line meeting with the state Main Street Coordinator, Gayle Langley and others. We have an opportunity to take advantage of a \$15,000 grant to be used by 2025. Increased wayfinding and historic signage needs were mentioned. The Historic Structure Assessment Grant for the historic bridge was mentioned along with the island purchase, which

they seemed excited about. CDOT is offering Revitalizing Main Street Grants in 2023, \$3.4 M and in 2024 at \$5M.

- Completed another VIF Grant application, due Dec. 31st, for the Rifle Farmers Market Music with local bands for \$4,000. The Market paid the bands \$300 a night for the past several years. Presentation for that grant is in January.
- Met with a muralist and discussed redoing the Remington Horse mural on the side of Midland Arts. However, they decided to move to New Zealand so don't have time. Now meeting with Anne Hunter on Thursday to discuss the project. Hoping to get this funded through VIF as well.
- Ended up hanging the Elk Christmas Banners as well as making sure the tree lights were working. The O&M guys hung the wreaths and garland, but only along 3rd St.
- Met with Jeff Johnson and discussed the Museum Parking reconfigure and you will see that shortly.
- The New Ute Theater Society was awarded another \$10,000 grant from the Colorado Creative Industries Division of the Office of Economic Development. It is called the Colorado Arts Relief Grant. The UTE Theater received \$60,000. NUTS is planning to continue the outdoor Patio Series in May. Our big fundraiser of the year is Casino Night, Feb. 5th with professional tables and dealers out of Denver.
- 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 / Punch list

Jeff presented an extensive project punch list of unfinished aspects of the project. They continue to work on the masonry. Other major projects to be finished are landscaping signage and striping, bollards and placement of them, light pole bases and electrical plugs, clean concrete from buildings and windows, small gouge marks left by power washer, install moisture cap in water valves, clean storm sewer system, grout inlet boxes and MH's, The DDA needs to decide where the placement of benches and trash receptacles should go along with bike racks and Rifle's Heritage Monument Sign which was in front of Rifle COWork. Several other sight specific items were identified as punch list items – too many to list.

B. Museum Parking Lot Redesign

Rogers met with Jeff Johnson Architectural to discuss changes to the parking lot. By removing the cedars along the alley and removal of the middle planters, an increase of 8 spaces can be created including 2 handicapped and 4 compact car spaces. The Board would like to move forward in exploring cost estimates for the improvements. The plan was drawn with 8'6" wide parking spaces. The Board would like to see 9' wide spaces. Also mentioned were the addition of charging stations and bike racks in thinking about future types of multi-modal transportation. Rogers will keep working on this with a new layout and talk with city staff to obtain cost estimates.

C. **Trash Can Relocations**

The City would like to bolt in the trash cans and benches. Locations need to be found after the snow melts.

7. **PROJECTS**

A. **Landscape / Maintenance Contract for 2022**

Rickstrew indicated he spoke with City staff about maintenance of the new planters as well as all of the downtown including the area around Brenden Theater. The City will put out an RFP in the near future for 2022. This would be supervised through the DDA with Rogers's supervision. There continues to be a concern about the irrigation system. It won't be turned on and tested again until April or May.

B. **Midland Arts Remington Mural**

Rogers continues to find an artist who would be interested in bidding on this project. Rogers will be meeting with a local resident on Thursday, Jan. 6th, to discuss the mural.

C. **Downtown Historic and Location Signage**

Rogers will continue to work on this project. Wayfinding signage needs to be addressed along with Historic Signage. A Main Street Grant could possibly help pay for this.

8. **MAINTENANCE:**

A. **Iron Tree Wells**

There are several tree well grates that need to be cut out to allow the trees to grow. Rogers will continue to work on this.

B. **Watering Trees**

As the new irrigation on 3rd St. was never in full use, watering the new trees over the winter should occur. Apparently it was tested, but not put in use. The irrigation box was not installed.

9. **ADJOURN, 8:05 am**

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager