

DDA

Downtown Development Authority
Rifle, Colorado

Wednesday, March 2, 2022
Rifle City Hall

1. CALL TO ORDER: Due to lack of a quorum, a workshop was held in place of the meeting.

Pending Board member, Larry Stewart called the meeting to order at 7:05 am.

Other Members Present: Alicia Gresley (Council Rep), Erick Perez

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

DDA Part-Time Manager Present; Helen Rogers

Guests Present; Kim Burner, GRIT Manager, Amy Tonozzi, prospective Board Member, Jeff Shanks, City Construction, Patrick Waller, Planning Director.

2. APPROVAL OF MINUTES: Pending approval.

Approval of the minutes are pending until May.

3. BILLS TO BE APPROVED: Pending approval. Motion passed through email.

1) HR Design/Helen Rogers; \$1,575. 2) All Around Property Mgmt; \$570. 3) Mtn Waste & Recycling; \$625.04. (26 cans) 4) Mtn Waste & Recycling: \$173.60. (2-yd bin), 5) Bryce Bauer, \$63.

4. FINANCIAL REPORT:

The DDA Financial Report from the City was available for review. The working budget was presented for review without action.

5. MANAGER'S REPORT:

DDA Administration – March – 52.5 hrs.

- The Greater Rifle Improvement Team (GRIT), was held March 8th. The RREDC through Rifle CoWork has started a monthly newsletter along with a monthly Open House beginning April 14th and a webinar session on April 19th on Social Media Strategies for marketing your business. The Colorado River Valley Chamber of Commerce is hosting a 'State of Community' Business Luncheon event at the UTE, Tuesday, April 19th.
The Midland Arts Mural is moving forward with a generous donation from Alpine Bank of \$3,000 and the remaining \$5,000 coming from the Visitor Improvement Fund.
- The Annual Colorado Farmers Market Association Conference was held March 11th and 12th. The Rifle Market Board has as much if not more experience than most Markets. One takeaway from Northwest New Mexico Grower's Market Alliance was forming a County-wide Coalition of Markets where they obtained a USDA Grant of \$150,000 over 3 years to help pay Market Managers, market

promotions and program support. Garfield County has 5 Markets. Supporting locally grown veggies and fruits is becoming a growing commodity in the County.

- Five businesses are wanting flowers for outside their businesses. The three pots of flowers are costing \$375 this year, but we only have \$1,000 in the DDA Budget and \$2,000 from VIF. Looking at planting bulbs this fall in all the new planters, pending funding.
- Regarding Maintenance, Tom Whitmore and I walked the downtown to create a scope of work for bidding purposes. We then met with 3 vendors. A review of what was submitted was held on March 28th. The winning bid over a 3 year span for landscape maintenance and snow removal was \$297,675 from All Around Property Mgmt, Buddy and Mary Rogers, who have been doing our irrigation start-up and snow removal. The DDA portion was \$17,500. It will be presented to Council at tonight's meeting for approval. The other bid from Daly Property Services was \$366,300. The DDA portion was around \$12,000.
- Other activities are admin related with regard to agendas, manager's report, documentation, emails, and obtaining invoices from vendors.

6. NEW BUSINESS:

A. Downtown Punch List Update, Jeff Shanks

Jeff reports the punch list items will continue for several weeks and likely go through the beginning of summer. Concrete replacement took place in the middle of the block on E. 3rd, and looks good. Landscape and rock work will continue through next week as will landscaping on 4th Street. The top caps are being placed on the bollards. The rock still needs to be mortared. The irrigation system will be turned on in the next week or so. A lease agreement will be in place for Jalisco's and Whistle Pig Restaurants for use of the street patios from April 1 – Dec. 1st. These areas have been stripped a different color.

B. Landscape / Maintenance Contract for 2022

See above in Managers Report. Pending Council approval at April 6th Meeting.

7. PROJECTS

A. Midland Arts Mural

The Midland Arts Mural is moving forward with a generous donation from Alpine Bank of \$3,000 and the remaining \$5,000 coming from the Visitor Improvement Fund. See above in Managers Report.

B. Museum Parking Lot Redesign

No word from the City staff on this to obtain cost estimates.

C. Trash Can / Bench Relocations

Rogers and City staff will meet Friday, April 8th and determine placement of the benches and trash cans. The City will bolt them down after the rock mortar occurs.

D. Downtown Historic and Location Signage (Wayfinding)

Rogers will continue to work on this project. Wayfinding signage needs to be addressed along with Historic Signage. Grants up to \$12,000 might be available from the Colorado Main Street program.

8. MAINTENANCE:

A. Iron Tree Wells

There are several tree well grates that were cut out to allow the trees to grow. The Parks Dept. helped with this.

B. Watering Trees

The new irrigation system on 3rd and 4th Streets should be turned on by mid-April.

9. ADJOURN, 8:10 am

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager