

DDA

Downtown Development Authority

MINUTES
March 2, 2011
Rifle City Hall

1. CALL TO ORDER: Chairperson, Sally Brands, called the meeting to order at 7:00 a.m.

Members Present: Michael Langhorne, Gil Frontella, Randy Winkler, Jay Rickstrew, Tom Stuver, and Diane Razee

Members Absent: Jeannice Freeman

DDA Manager Present: Helen Rogers

Guests Present: Rifle Mayor; Keith Lambert, City Manager; John Hier, Assistant City Manager; Matt Sturgeon, Ed Arnold, Neal Broderick (Kum & Go) Kevin Kelly, City Planner; Nathan Lindquist, RACC Director; Annick Pruett, Rifle Police Chief; Daryl Meisner and Nella Barker.

Brands presented a letter of interest from Nella Barker, property owner within the boundaries of the DDA, to become a Board Member. A motion was made by Frontella, seconded by Langhorne to recommend her to the City Council for a Board Position. Rogers will process the Memo to Council.

2. APPROVAL OF MINUTES: A motion was made by Langhorne, seconded by Frontella, to approve the minutes of February 2nd, approving unanimously.

3. FINANCIAL REPORT: The December monthly Financial Report was available for review. The Board would like to review the year-end report at the next meeting with corrections. A motion to approve the December report was made by Rickstrew, seconded by Frontella, approving unanimously.

4. BILLS TO BE APPROVED: 1) Tom Caquelin; \$100.00, snow removal. A motion to approve the bill was made by Rickstrew, seconded by Frontella, passing unanimously.

5. CHAMBER UPDATE: Annick Pruett presented the Chamber Updates. There are six new members reported this past month. Women in Business will meet at the Rifle Library, Tuesday, March 15th at noon. The speaker will be Tara Bair from Wells Fargo Bank who will speak about 'Managing a Small Business'. Business-After-Hours will be held at Comfort Inn & Suites on March 24th. The Energy Briefing will be held March 9th noon at Grand River Hospital district. The Chamber Annual Dinner is on March 12th at Grand River Hospital District. The Theme for the Annual Dinner is 'Classic Movies'.

6. NEW BUSINESS

A. Revolving Loan Fund Example

Frontella presented an example of a Revolving Loan program from Lake City, where they received a \$25,000 grant from the Federal Home Loan Bank of Topeka for the purpose of offering small, low-interest loans to Lake City businesses. The group (DIRT, Downtown Improvement & Revitalization Team) was formed to assist commercial property and/or business owners in Lake City with façade or structural improvements as well as business expansions or start-ups. A low interest rate of 2% with up to \$5,000 could be borrowed and repaid within 48 months.

The majority of the Board felt the REDC might be a better avenue for the program as the governing entity would need to have non-profit status as well as being able to serve a more regional approach within western Garfield County. Langhorne and Rickstrew stated they would address it at the next REDC meeting.

B. Ute Theatre Funding Proposal

Gil Frontella presented the latest floor plan for the interior of the theatre. Proposed is a multi-purpose facility consisting of removable tables and chairs to accommodate a variety of events. Frontella proposed a financial plan consisting of several boards (DDA, VIF, PRAB) within the City contributing 10% of their budget over a period of (10) years to repay the City's Capital Improvement Fund in order to get the project done in a reasonable time. No decision was made by the Board.

C. REDC Update

Langhorne reported the REDC will present the new Brenden Theater Site Plan and Elevations at the Rifle Library tonight at 6pm to City Council at their workshop. The public is invited and representatives from Brenden Theaters will be present. The City continues to tear down the existing buildings on the old Valley Lumber site and asbestos removal is near completion.

The group is also trying to create a name for the development site, 'Front Street and Stock Yards' were mentioned.

D. Kum & Go Site Plan and Elevations Presentation

Neal Broderick from Kum & Go presented a site and landscape plan, elevations, and brick samples of the new store expansion to be located on the corner of Railroad Ave. and E. 1st St. They hope to start construction by mid April. They will also be constructing median turning lanes on Railroad Ave., having worked with CDOT on placement. A motion to 'endorse' the project was made by Frontella, seconded by Langhorne, approving unanimously. Mr. Broderick also commended the planning department for their prompt responses and cooperative nature when working on the project.

E. Other New Business Not On Agenda

Daryl Meisner, Rifle Police Chief, was present to address concerns regarding the continued littering of cigarette butts in certain downtown locations. Meisner stated he could use the 'nuclear' option of issuing tickets for lack of being 15' from the door, but

would be very labor intensive and would need City Council approval for increased expenses to do so. One suggestion was to increase licensing fees for the business owner, another was to hire someone for \$500 to sweep the area and keep it clean by using a backpack vacuum. Another idea was to create a fine of \$1,000. The City presently has no code enforcement. Rogers will speak with the Municipal Court System to see if they have someone who needs community hours.

Kevin Kelly of Lucky Dog Hot Dog Stand came before the Board to see if the DDA would consider recommending the Planning and Zoning Commission amend the zoning code to allow mobile vendors in the downtown. Some members were for the idea and others against it. A subcommittee, consisting of Nella, Jay, Sally, Tom and Helen, will look into what other towns are doing with vendors in downtown areas.

7. PROJECTS

A. Downtown Clean-Up, April 30th

Rogers set a preliminary date of Sat., April 30th as the Downtown Clean-up Day. Alpine Bank will continue to sponsor the event at \$1,500. Gold Star Realty will provide Document Shredding.

B. Downtown Murals

Continues nearing completion.

C. Banner Poles

Rogers met with City Staff and walked around town locating banner pole site placement. City staff is researching costs and types of poles. John Hier recommended using a local vendor to see what they could come up with in regard to aluminum poles.

8. MAINTENANCE

A. Traffic / Pedestrian Issues:

B. Curb Extensions – Planters, Weeds: Rogers obtained a bid from The Landscape Center in Rifle for additional pots and flowers. The cost was \$2,211.60 for 8 additional pots and flowers. Rogers will obtain additional bids.

C. Parking Lots: Rogers approached ABC Tree Service to trim the trees and bushes in the Museum parking Lot. A price of \$350 for the lot was quoted. Fourth Street tree pruning will cost around \$190, with some torching needed around tree grates in order for the trees to expand.

D. Alleys:

E. Street Lights: An estimate for an additional light on East Ave. is pending.

F. Trees: A tree was vandalized on W. 4th St., broken off and removed.

G. Snow Removal: Occurred once in early Feb. See bill.

9. ADJOURN: The meeting adjourned at 9:03

Respectfully submitted,

Helen Rogers,
DDA Project Manager

