



CITY COUNCIL

WORKSHOP AND REGULAR MEETING AGENDA

June 17, 2026

7:00 PM

202 Railroad Avenue, Rifle, CO 81650

5:30 PM - Workshop Dinner

6:00 PM - Workshop Meeting

Discussion and Review

- a. Rifle Regional Economic Development Corporation (RREDC) Board Appointment
- b. Hogback Transit Service Funding Discussion

7:00 PM - Regular Meeting

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Public Comment** *(Maximum time permitted for Public Comment is 3 minutes per person)
*(Reserved for general comments or items on the agenda that are not a public hearing)
5. **Consent Agenda**
 - 5.a. Consider Declaring IT Equipment Surplus
 - 5.b. Consider Minutes of the June 3, 2026 Regular Meeting
 - 5.c. Consider Liquor License Renewal for RCG Rifle, LLC dba Rib City Grill
 - 5.d. Consider Liquor License Renewal for Plaza Liquors, LLC dba Plaza Liquors
 - 5.e. Consider Approval of Purchase Order to Xcel Energy for Lighting at Park Avenue and Third Street
 - 5.f. Consider Request for Letter of Support from Colorado River Valley Chamber of Commerce for Destination Blueprint Grant Application
6. **Action, if any, on Workshop Items**

7. Public Hearing

- 7.a.** Consider Amendment to Chapter 16 of the Rifle Municipal Code: Automotive Repair Shops - Ordinance No. 14, Series of 2026 (1st Reading)
- 7.b.** Consider Amendment to Chapter 16 of the Rifle Municipal Code: Garage Requirements For New Homes - Ordinance No. 15, Series of 2026 (1st Reading)

8. Regular Agenda

- 8.a.** Consider Approval of Purchase Order for 7-Party MOU Garfield County Older Adult Programs for 2026
- 8.b.** Consider USDA Rural Business Development Grant for the Rifle Business Incubator Project - Resolution No. 15, Series of 2026
- 8.c.** Consider Agreement with SGM for the Inspection of Rifle Creek Golf Course Bridges
- 8.d.** Rifle Regional Economic Development Corporation (RREDC) Board Appointment
- 8.e.** Consider Approval of Appointment of Thomas Klein as Chief of Police

9. Administrative Reports

- 9.a.** Report to City Manager

10. Comments from Mayor and Council

11. Adjournment

ACCESSIBILITY STATEMENT

The City of Rifle values full inclusion and access for all of our facilities, programs, activities and services. We are pleased to provide meaningful accommodations to comply with the Americans with Disabilities Act (ADA) and reasonably provide translation, interpretation, modifications, accommodations, alternative formats, auxiliary aids, and services. To request special assistance, call City Clerk Alexis Ramirez at 970-665-6405 or email our ADA Team at ADATeam@rifleco.org. Please allow 48 hours for your requests to be met.

La Ciudad de Rifle valora la plena inclusión y acceso para todas nuestras instalaciones, programas, actividades y servicios. Nos complace proporcionar alojamientos significativos para cumplir con la Ley de Estados Unidos con Discapacidades (ADA) y proporcionar razonablemente traducciones, interpretaciones, modificaciones, adaptaciones, formatos alternativos, ayudas auxiliares y servicios. Para solicitar asistencia especial, llame a la City Clerk Alexis Ramirez al 970-665-6405 o envíe un correo electrónico a el equipo ADA a ADATeam@rifleco.org. Por favor, permita 48 horas para que se atiendan sus solicitudes.



Agenda Item #a.

Agenda Item Name:

Rifle Regional Economic Development Corporation (RREDC) Board Appointment

Presenter:

Patrick Waller, City Manager

Item Description:

Discussion on RREDC Board Appointment

Recommended Action:

No action on workshop items

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

The Rifle Regional Economic Development Corporation (RREDC) has expanded their board to 5 members and reached out to the City of Rifle to see if Council is interested in filling one of the board seats.

Notification Requirements:

No additional notice required.

Prepared By:

Patrick Waller, City Manager

Attachments:

None



Agenda Item #b.

Agenda Item Name:

Hogback Transit Service Funding Discussion

Presenter:

Patrick Waller, City Manager

Item Description:

Workshop Discussion

Recommended Action:

No action on Workshop items

Fiscal Impact:

For 2026 the City of Rifle dedicates the following amounts toward transportation services:

- \$40,000 to RFTA for the Hogback Service
- \$75,000 to Parachute Area Transit Service
- \$158,818 for the Traveler Service

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

The Hogback Bus Service runs from Glenwood Springs to Rifle with stops in Glenwood Springs, New Castle, Silt, Rifle, and unincorporated Garfield County. Since 2002 Garfield County has contracted with RFTA to extend RFTA regional service west from Rifle to New Castle. The portion of the Hogback route from New Castle to Glenwood Springs is paid for by RFTA as both entities are RFTA members.

In 2026 the Garfield County BOCC decreased their contribution to the service to \$250,000 and has communicated that for 2027 the contribution will likely go to 0. The total cost for the service is approximately \$900,000. Both the City of Rifle and the Town of Silt contribute \$40,000 for the service. As of now, based on the decreases in funding, RFTA has indicated that the last day of Hogback service will be November 21, 2026.

Executive Summary:

RFTA staff has initiated conversations with Town of Silt and City of Rifle staff to develop a cost-sharing proposal that would allow the Hogback to operate past the November 21st deadline. The proposal is meant to

be a short-term solution to keep the Hogback service in operation while various transportation discussions continue. The funding proposal is attached to this agenda item.

Notification Requirements:

No additional notification required.

Prepared By:

Patrick Waller, City Manager

Attachments:

1. Hogback Funding Scenario
2. RFTA Ridership Rankings
3. Boardings and Alightings

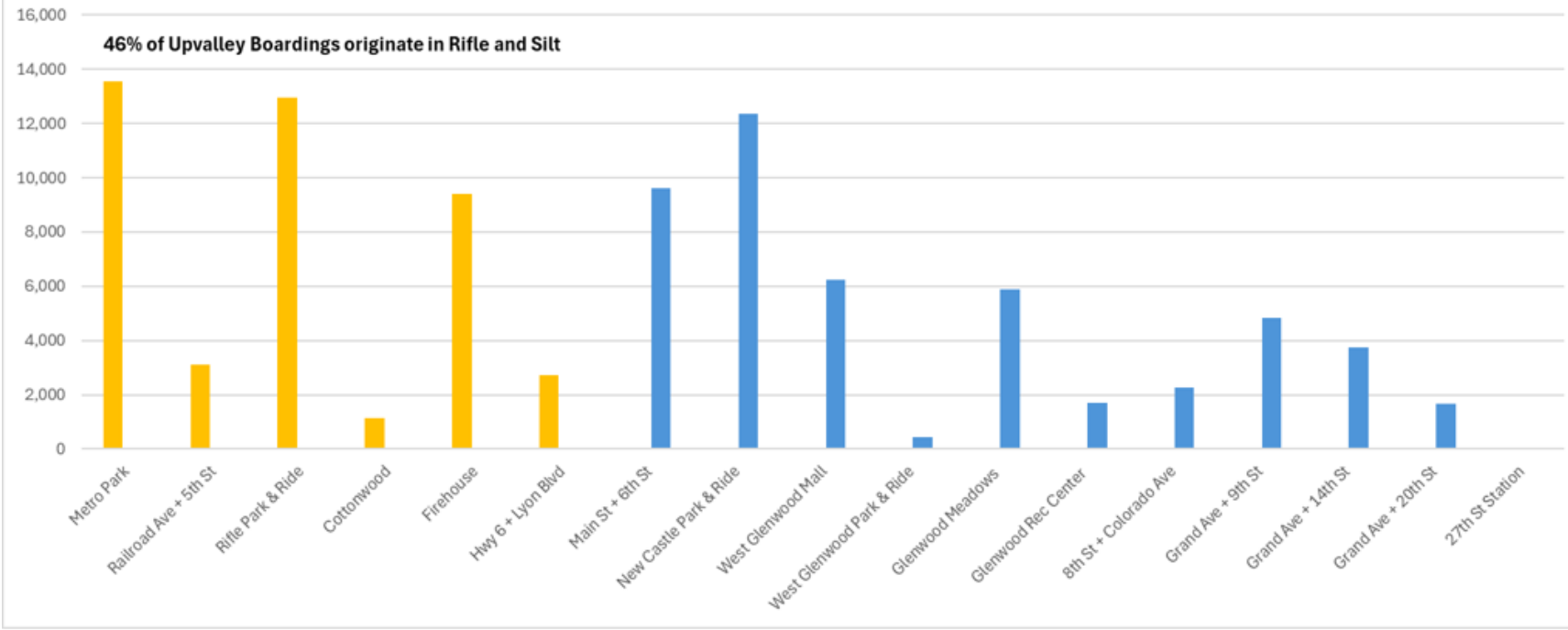
Funding Allocation	2027	2028	2029	3 Year Total
<i>Total Annual Cost</i>	\$ 900,000	\$ 927,000	\$ 954,810	\$ 2,781,810
RFTA Contribution \$	\$ 575,000	\$ 567,000	\$ 544,810	\$ 1,686,810
Garfield County Contribution \$	\$ 200,000	\$ 200,000	\$ 200,000	\$ 600,000
Remaining Silt/Rifle Share	\$ 125,000	\$ 160,000	\$ 210,000	\$ 495,000
Cost Allocation	2027	2028	2029	3 Year Total
Rifle Contribution \$	\$ 80,000	\$ 100,000	\$ 130,000	\$ 310,000
Silt Contribution \$	\$ 45,000	\$ 60,000	\$ 80,000	\$ 185,000

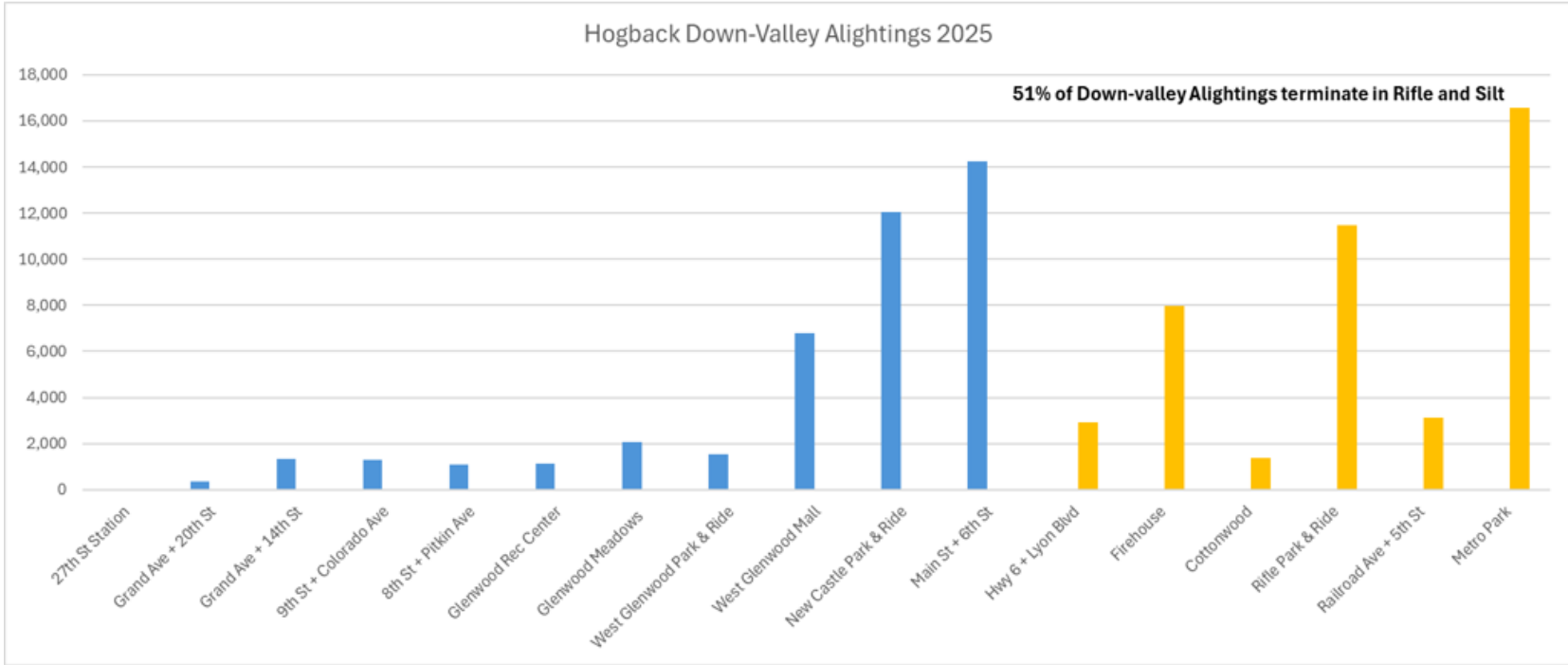
NOTE: Both scenarios are based on estimated projections at this time

Annual Ridership Rankings

Route	2025	2024	% Change
VelociRFTA	1,136,08	1,109,421	2.4%
Local Valley	917,514	940,325	-2.4%
Castle Maroon	420,235	451,061	-6.8%
Snowmass/Aspen Ski	363,730	370,832	-1.9%
Hunter Creek	290,829	229,723	26.6%
Ride Glenwood	263,657	266,588	-1.1%
Maroon Bells	226,288	222,051	1.9%
Snowmass/Aspen	219,794	223,860	-1.8%
Snowmass/Intercept	199,305	204,072	-2.3%
Hogback	196,701	200,548	-1.9%
Carbondale Circulator	143,932	164,473	-12.5%
Burlingame	143,816	133,017	8.1%
Aspen Highlands Ski	86,648	80,832	7.2%
Cemetery Lane	84,872	80,658	5.2%
Snowmass-Valley	73,217	80,296	-8.8%
Buttermilk	70,108	72,571	-3.4%
Aspen Highlands Direct	51,225	19,751	159.4%
Mountain Valley	47,291	40,788	15.9%
Galena Street	36,925	34,299	7.7%
Music School	36,687	37,925	-3.3%
Music School BG	32,546	31,410	3.6%
Cross Town	13,772	17,147	-19.7%
X Games	8,532	8,953	-4.7%
Jazz Aspen Snowmass	5,412	5,749	-5.9%
Woody Creek	4,480	5,498	-18.5%
Total	5,073,596	5,031,848	0.83%

Hogback Up-Valley Boardings 2025







Agenda Item #5.a.

Agenda Item Name:

Consider Declaring IT Equipment Surplus

Presenter:

Iris Trevisano, Procurement and Grant Reporting Manager

Item Description:

Consider Declaring IT Equipment Surplus and Dispose

Recommended Action:

Move to declare the equipment as surplus and approve of disposal using Lifespan recycling services.

Fiscal Impact:

The intent of this proposal is to offset the costs associated with disposing of obsolete or damaged computer equipment by allowing a disposal company to sell any items that might hold value.

Operational Impact:

Obsolete IT equipment will be removed from our inventory.

Prior Board Motions:

None

Background Information:

The City's IT Department has accumulated obsolete, surplus, and damaged computer equipment that requires proper disposal. Some of this equipment contains sensitive information that must be securely erased or destroyed prior to recycling. The IT Department is requesting the use of Lifespan's services for the collection, data destruction, and disposal of this equipment.

The City has successfully utilized Lifespan's services since 2023 and has been satisfied with its performance. Additionally, organizations such as Grand River Health rely on Lifespan to destroy equipment containing sensitive patient information. Based on our experience and Lifespan's established data security practices, we are confident that all confidential information stored on servers, hard drives, and other electronic devices will remain secure until properly destroyed and disposed of.

Executive Summary:

The City's IT Department has accumulated obsolete and damaged computer equipment that must be sold, recycled, or otherwise disposed of. Some of this equipment contains sensitive information that requires secure destruction prior to disposal. The IT Department utilizes Lifespan, a company that specializes in the secure destruction, refurbishment, resale, and recycling of electronic equipment. The City is confident that Lifespan

will ensure any confidential information stored on servers, hard drives, or other electronic devices remains secure until properly destroyed.

Rifle Municipal Code establishes procedures for the disposal of City-owned property based on the original purchase price of the asset. Equipment with an original purchase price of less than \$10,000 may be declared surplus and disposed of by the City Manager. Equipment with an original purchase price between \$10,000 and \$25,000 must be sold at auction. Equipment with an original purchase price exceeding \$25,000 must first be declared surplus by the City Council and then sold at auction. While these procedures are appropriate for most City assets, electronic equipment often requires specialized handling to ensure the secure destruction of data and environmentally responsible disposal.

- Cisco Firepower 2110 NGFW- Model Number-FPR-2110 V04 Serial Number-JMX2449Z04H Approx. Original MSRP ~\$14,000
- Cisco Firepower 2110 NGFW Model Number-FPR-2110 V02 Serial Number-JMX2306Y02G Approx. Original MSRP ~\$14,000

Staff is requesting that the City Council declare the listed computer equipment as surplus property and authorize staff to work with Lifespan to securely destroy data, refurbish and sell usable equipment, and recycle materials that have reached the end of their useful life.

Notification Requirements:

We will report the results of the process to include the associated costs and any recovery of funds connected to the disposal process.

Prepared By:

Iris Trevisano, Procurement and Grant Reporting Manager

Attachments:

None



Agenda Item #5.b.

Agenda Item Name:

Consider Minutes of the June 3, 2026 Regular Meeting

Presenter:

Alexis Ramirez, City Clerk

Item Description:

Consider Minutes of the June 3, 2026 Regular Meeting

Recommended Action:

Move to approve the minutes of the June 3, 2026, City Council Regular Meeting.

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

Minutes of the June 3, 2026, Regular Meeting.

Notification Requirements:

N/A

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. 06.03.2026 DRAFT Minutes



RIFLE CITY COUNCIL REGULAR MEETING

June 3, 2026

7:00 p.m.

202 Railroad Avenue Rifle, CO

CALL TO ORDER & ROLL CALL

A regular meeting of the Rifle City Council was called to order at 7:00 p.m. by Mayor Clint Hostettler.

Present at Roll Call:

Councilor Karen Roberts, Mayor Clint Hostettler, Councilor Michael Clancy, Councilor Chris Bornholdt, Councilor Alicia Gresley, Councilor Jonathan Rice, and Councilor Scott March.

Roll Call: Yes – Karen Roberts, Clint Hostettler, Michael Clancy, Chris Bornholdt, Alicia Gresley, Jonathan Rice, and Scott Marsh.

No – None.

Others Present:

City Manager Patrick Waller, City Clerk Alexis Ramirez, City Attorney Jim Neu, Parks & Recreation Director Austin Rickstrew, Interim Police Chief Lieutenant Mike Kuper, Community Development Director Zach Higgins, Civil Engineer Craig Spaulding, IT Director Kelly Thompson, Video Production Specialist Brandon Steele, Colorado River District Water Resources Engineer / Project Manager Rebecca Briesmoore, Mike Fisher, Deb Grizzle, Todd Jesse, Devon Spaulding.

PUBLIC COMMENT

Comments were heard from Colorado River District Water Resources Engineer / Project Manager Rebecca Briesmoore and Deb Grizzle.

CONSENT AGENDA – CONSIDER THE FOLLOWING ITEMS:

- A. Consider Minutes of the May 20, 2026 Regular Meeting
- B. Consider Liquor License for Western Slope Chicken, LLC dba Wingchesters
- C. Consider Amendment to the Rifle Municipal Code for Accessory Dwelling Unit Parking Requirements – Ordinance No. 13, Series of 2026 (2nd Reading)
- D. Consider the Amendment to the Rifle Municipal Code Adding Section 16-1-145 Traffic Impact Study Criteria – Ordinance No. 12, Series of 2026 (2nd Reading)

Councilor Alicia Gresley moved to approve Consent Agenda Items A, B, C, and D; seconded by Councilor Michael Clancy.

Roll Call: Yes – Scott Marsh, Chris Bornholdt (5A, 5B, & 5D), Karen Roberts, Jonathan Rice (5A, 5B, & 5D), Alicia Gresley, Clint Hostettler, and Michael Clancy.

No – Chris Bornholdt (5C) and Jonathan Rice (5C).

PRESENTATION

A. Parachute Area Transit System – On-Demand Bus Service Presentation

Via Transit General Manager Michael Fisher provided a presentation on the “Ride PATS” app for the Parachute Area Transit System. Currently established bus route maps, stop locations, and times were displayed on screenshots from the app. The new On-Demand option includes service areas for Parachute / Battlement Mesa, and Rifle; passengers can schedule a ride only within their service area. Fees for rides within the Rifle service area are \$1.00, rides within the Parachute/Battlement Mesa service area are \$1.00, and rides on the fixed routes are \$4.00. Payment methods for rides include cash, credit card, punch pass, or monthly pass options. The service also has a call center to accommodate those who do not have or do not use smartphones to access the app.

Comments heard from Councilor Alicia Gresley.

B. Update from Confluence Early Childhood Development Special Service District

Interim Director for the Confluence Early Childhood Development Special Service District Kathryn Kuhlenberg provided the first update since the Fall 2025 campaign. Since the tax issue passed, the district began collecting tax in January. The Colo Tax Trust account has reached \$2 million dollars and is expected to collect the maximum of \$12.1 million in the first year (2026). Administrative processes to establish long-term systems, tuition subsidy systems, quality and capacity grant systems, will take intentional time and effort and will need to consider the greatly varying differences between each community. Due to feedback, there has been a large focus on renaming the special tax district. The new name decided by the board will be “Every Child, Parachute to Aspen”. Logo and branding are still in the works and will need to be presented before and approved by all three area district courts in each county before the official roll out, potentially at the end of June. The board has named four finalists in the search for an Executive Director. There will be a community engagement session with the candidates following the boards final interviews on June 11th at the Colorado Mountain College Glenwood Center, 402 Blake Avenue, Glenwood Springs, CO.

Comments heard from Councilor Jonathan Rice and Councilor Alicia Gresley.

C. Update on CMC’s Teacher Apprenticeship Program

Associate Dean of Education at Colorado Mountain College Dr. Liz Qualman and Garfield RE-2 School District Human Resource Director Devon Spaulding recognized Justine Terry as the first registered teacher apprentice to graduate and complete the Colorado Mountain College Teacher Apprenticeship Program in the state of Colorado. She recently joined the certified teaching staff in the Garfield RE-2 School District. The program was initiated to seek out and provide career opportunities to local talent within our communities. It allows candidates to continue working while they earn their degree, meaning they continue earning compensation, their benefits stay intact, and they continue earning PERA retirement benefits.

It also eliminates the need for student teaching, which is a requirement of a traditional program. The RE-2 School District helps cover tuition and Colorado Mountain College leverages financial aid in an effort to be sure apprentices can graduate debt free. Including next years pool, there are currently 27 candidates for this program, 22 of which service Rifle schools, with a majority being generational to the Rifle community. In the 2026-2027 school year, Rifle High School will be rolling out concurrent enrollment in education classes for Responsive and Inclusive Teaching, giving students the option to complete four 2,000 level EDU classes.

Comments heard from Councilor Jonathan Rice.

D. City of Rifle Fieldhouse / Activity Center Feasibility Study Presentation

Parks & Recreation Director Austin Rickstrew, Founding Principle of Collab Architecture Jordan Lockner, and Recreation Specialist for Studio CKA Chris Costelli presented the City of Rifle Fieldhouse / Activity Center Feasibility Study. Overview metrics and market demographics were given for the service area which encompasses Debeque to New Castle. Attention was brought to the distance that residents in the service area have to travel to participate in community recreation activities. Community input and engagement have included public forums, popup events, and a public survey to gauge the needs and wants of the community. A site analysis for potential location was conducted which presented 9 potential site locations. Through community engagement sessions, the potential site locations were narrowed down which lead to the final selection of the Metro Park area as the most realistic option. The consensus site concept reflects amenities that align with the community needs; indoor track, two court gym, indoor turf area, indoor aquatic facility, indoor playground, a fitness center, and classroom / exercise studio. Cost analyses were presented for a facility with and without the aquatic amenity. Operation and revue projections were also given for a five year cycle; operations were projected at \$1.8 million per year while revenue was projected at \$1.2 million per year.

Comments heard from Mayor Clinty Hostettler, Councilor Alicia Gresley, Councilor Jonathan Rice, and Councilor Michael Clancy.

REGULAR AGENDA

Consider Letter of Support for Colorado River Valley Transit Feasibility and Planning Study

City Manager Patrick Waller presented a request from the Northwest Council of Governments to support its application for the Colorado Department of Transportation (CDOT) funding for a planning grant. The planning grant would fund a transit feasibility and planning study for the entire Colorado River Valley. A contractor would be hired to analyze the existing transit conditions in the region, provide an overview of the regional transit infrastructure, and recommend potential changes to the existing system and potential revenue options. Neighboring communities, Silt and Parachute have also received the same request for a letter of support.

No comments were heard.

Councilor Scott Marsh moved to approve Letter of Support for Colorado River Valley Transit Feasibility and Planning Study; seconded by Councilor Karen Roberts.

Roll Call: Yes – Chris Bornholdt, Clint Hostettler, Scott Marsh, Karen Roberts, Michael Clancy, and Jonathan Rice.

Recused – Alicia Gresley (8A)

No – None.

Report to City Manager

Comments were heard from City Manager Patrick Waller, Parks & Recreation Director Austin Rickstrew, Community Development Director Zach Higgins, and IT Director Kelly Thompson.

Comments from Mayor and Council

Comments were heard from Councilor Karen Roberts, Councilor Alicia Gresley, Councilor Michael Clancy, Councilor Scott Marsh, and Mayor Clint Hostettler.

Adjournment

Meeting adjourned at 8:46 p.m.

Alexis Ramirez

City Clerk

Clint Hostettler

Mayor



Agenda Item #5.c.

Agenda Item Name:

Consider Liquor License Renewal for RCG Rifle, LLC dba Rib City Grill

Presenter:

Alexis Ramirez, City Clerk

Item Description:

Hotel & Restaurant Liquor License renewal for RCG Rifle, LLC dba Rib City Grill

Recommended Action:

Move to approve the Liquor License Renewal application for RCG Rifle, LLC dba Rib City Grill

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

RCG Rifle, LLC dba Rib City Grill located at 707 Wapiti Avenue, Rifle, CO has submitted a Hotel & Restaurant Liquor License Renewal Application.

The application is complete and the appropriate fess have been paid.

Executive Summary:

None

Notification Requirements:

None

Prepared By:

Sarah Stubbs, Senior Administrative Specialist

Attachments:

1. Rib City - REDACTED

DR 8400 (05/05/25)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
PO BOX 17087
Denver CO 80217-0087
(303) 205-2300

RECEIVED

JUN 08 2026

**City Clerk
City of Rifle**

Submit to Local Licensing Authority

**RIB CITY GRILL
PO BOX 909
Grand Junction CO 81502**

Fees Due	
Annual Renewal Application Fee	\$
Renewal Fee	750.00
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$150.00

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below. Return to city or county licensing authority by due date.

Note that the Division will not accept cash.

- Paid by check
- Paid Online

Uploaded to MoveIt on Date

Licensee Name

RCG RIFLE LLC

Doing Business As Name (DBA)

RIB CITY GRILL

Liquor License Number

[REDACTED]

License Type

Hotel & Restaurant (city)

Sales Tax License Number

[REDACTED]

Expiration Date

07/26/2026

Due Date

06/11/2026

Business Address

Street Address

707 WAPITI AVENUE

Phone Number

9706253333

City, State, ZIP Code

Rifle CO 81650-3432

Mailing Address

Street Address

PO BOX 909

City, State, ZIP Code

Grand Junction CO 81502

Email

accounting@rcgwest.com

Operating Manager

Shawna Garcia

Date of Birth

9-15-1970

Home Address

Street Address		Phone Number
[REDACTED]		[REDACTED]
City	State	ZIP Code
[REDACTED]	[REDACTED]	[REDACTED]

1. Do you have legal possession of the premises at the street address? Yes No

Are the premises owned or rented? Owned Rented*

*If rented, expiration date of lease
10-31-2029

2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? Yes No

If yes, please see the table in the upper right hand corner and include all fees due.

3. Are you renewing a takeout and/or delivery permit? Yes No

(Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) If selecting 'Yes', an additional \$11.00 is required to renew the permit.

If so, which are you renewing? Delivery Takeout Both Takeout and Delivery

4. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? Yes No

Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? Yes No

5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? Yes No

If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested.

DR 8495 (02/16/24)
 COLORADO DEPARTMENT OF REVENUE
 Liquor Enforcement Division
 PO BOX 17087
 Denver CO 80217-0087
 (303) 205-2300

Tax Check Authorization, Waiver, and Request to Release Information

I, SHAWNA GARCIA

am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of

(the "Applicant/Licensee")

RIB CITY GRILL

to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and its duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? Yes No

If yes, attach a detailed explanation.

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? Yes No

If yes, attach a detailed explanation.

8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? Yes No

If yes, attach a detailed explanation.

Affirmation & Consent

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business

SHAUNA GARCIA

Title

OWNER

Signature

Shauna Garcia

Date (MM/DD/YY)

6-1-2024

Report & Approval of City or County Licensing Authority

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For

Title

Attest

Signature

Date (MM/DD/YY)

Name (Individual/Business)

RCGRIFLE, LLC DBA: RIB CITY GRILL

Social Security Number/Tax Identification Number

[Redacted]

Home Phone Number

[Redacted]

Business/Work Phone Number

[Redacted]

Street Address

107 WARITI AVE, STE 103

City

RIFLE

State

CO

ZIP Code

81650

Printed name of person signing on behalf of the Applicant/Licensee

SHAWNA GARCIA

Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) Date Signed

Shawna Garcia

6-1-2026

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

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Agenda Item #5.d.

Agenda Item Name:

Consider Liquor License Renewal for Plaza Liquors, LLC dba Plaza Liquors

Presenter:

Alexis Ramirez, City Clerk

Item Description:

Liquor Store License Renewal for Plaza Liquors, LLC dba Plaza Liquors

Recommended Action:

Move to approve the Liquor Store License Renewal application for Plaza Liquors, LLC dba Plaza Liquors

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

Plaza Liquors, LLC dba Plaza Liquors located at 1900 Railroad Avenue, Unit B, Rifle, CO has submitted a Liquor Store Liquor License Renewal Application.

The application is complete and the appropriate fees have been paid.

Executive Summary:

N/A

Notification Requirements:

N/A

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. Plaza Liquor - REDACTED

DR 8400 (05/05/25)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
PO BOX 17087
Denver CO 80217-0087
(303) 205-2300

RECEIVED

JUN 08 2026

Submit to Local Licensing Authority

City Clerk
City of Rifle

**PLAZA LIQUORS
1900 RAILROAD AVENUE
UNIT B
Rifle CO 81650**

Fees Due	
Annual Renewal Application Fee	\$
Renewal Fee	477.50
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$ 477.50

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below. Return to city or county licensing authority by due date.

Note that the Division will not accept cash.

 Paid by check
 Paid Online

Uploaded to MoveIt on Date

Licensee Name

PLAZA LIQUORS LLC

Doing Business As Name (DBA)

PLAZA LIQUORS

Liquor License Number

[REDACTED]

License Type

Retail Liquor Store (city)

Sales Tax License Number

[REDACTED]

Expiration Date

08/20/2026

Due Date

07/06/2026

Business Address

Street Address

1900 RAILROAD AVENUE UNIT B

Phone Number

9706253208

City, State, ZIP Code

Rifle CO 81650

Mailing Address

Street Address

1900 RAILROAD AVENUE UNIT B

City, State, ZIP Code

Rifle CO 81650

Email

aliciamend1999@Hotmail.com

Operating Manager

Alicia Mendoza

Date of Birth

[REDACTED]

Home Address

Street Address		Phone Number
[Redacted]		[Redacted]
City	State	ZIP Code
[Redacted]	[Redacted]	[Redacted]

1. Do you have legal possession of the premises at the street address? Yes No

Are the premises owned or rented? Owned Rented*

*If rented, expiration date of lease

[Redacted]

2. Are you renewing a storage permit, additional optional premises, sidewalk service-area, or-related-facility? Yes No

If yes, please see the table in the upper right hand corner and include all fees due.

3. Are you renewing a takeout and/or delivery permit? Yes No

(Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) If selecting 'Yes', an additional \$11.00 is required to renew the permit.

If so, which are you renewing? Delivery Takeout Both Takeout and Delivery

4. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? Yes No

Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? Yes No

5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? Yes No

If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested.

DR 8495 (02/16/24)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
PO BOX 17087
Denver CO 80217-0087
(303) 205-2300

Tax Check Authorization, Waiver, and Request to Release Information

I, Jesus Prado

am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of

(the "Applicant/Licensee")

Plaza Liquors, LLC

to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime?..... Yes No

If yes, attach a detailed explanation.

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked?..... Yes No

If yes, attach a detailed explanation.

~~8. Does the applicant or any of its agents, owners, managers, partners or lenders~~
 (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee?..... Yes No

If yes, attach a detailed explanation.

Affirmation & Consent

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business

Owner Jesus Prado

Title
 Jesus Prado owner

Signature
 Date (MM/DD/YY)
 5-13-2026

Report & Approval of City or County Licensing Authority

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For

Title

Signature

Attest

Date (MM/DD/YY)

Name (Individual/Business)

Jesus Prado

Social Security Number/Tax Identification Number

[Redacted]

Home Phone Number

[Redacted]

Business/Work Phone Number

970-625-3208

Street Address

1900 railroad ave unit B

City

Rifle

State

CO

ZIP Code

81650

Printed name of person signing on behalf of the Applicant/Licensee

[Redacted]

Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) Date Signed

Jesus Prado

6/8/2026

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

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Agenda Item #5.e.

Agenda Item Name:

Consider Approval of Purchase Order to Xcel Energy for Lighting at Park Avenue and Third Street

Presenter:

Craig Spaulding, Civil Engineer

Item Description:

Consider Purchase Order

Recommended Action:

Move to approve purchase order to Xcel Energy in the amount of \$106,013.24 for lighting at Park Avenue and Third Street

Fiscal Impact:

This amount is within the budgeted amount for the project.

Operational Impact:

These lights will be owned and maintained by Xcel Energy.

Prior Board Motions:

Approval to execute the agreement with Xcel associated with this expenditure was approved at the May 20th, 2026 Council Meeting.

Background Information:

N/A

Executive Summary:

This will provide lighting on the roadway and the bridge which will provide a safe corridor for traffic and pedestrians as well as match the adjacent downtown construction.

Notification Requirements:

N/A

Prepared By:

Craig Spaulding, Civil Engineer

Attachments:

1. PURCHASE REQUEST-Xcel Lighting



**CITY OF RIFLE
PURCHASE REQUEST**

1.	Vendor Name	NEW: W-9 attached <input type="checkbox"/>

2.	Vendor Address

3.	For the Purchase of (description)

4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.

5.	Dept. Name	General Ledger Acct #

6.	Type of Purchase
Capital Construction	
Capital Construction – Change Order	
Capital Equipment	
Plant Equipment	
Materials, supplies, non-profession/technical services (includes computer/software maint.)	
Professional Services	
Utilities (includes equipment installation)	
Land, easements, ROW	

7.	Purchasing Process Required
Cooperative Purchasing	
Open Market	
Comparative Pricing	
Request for Proposal (attach bid tab)	
Formal Bid (attach bid tab and advertisement)	
Single Source (attach an explanation)	

8.	Authorization Required
City Manager	
City Council	

9.	Signatures			
		Position	Signature	Date
		Department Director		
		City Manager		
		City Council Approval (meeting date)		

10.	Purchase Order # assigned by Finance
------------	---

General summary of purchasing ordinance (Section 4, Art. III)

TYPE OF CONTRACT	ESTIMATED AMOUNT	PROCESS	Purchase Order? Purchase Request?	CITY COUNCIL APPROVAL REQUIRED?
Capital Construction	< \$5,000	Open Market (informal evaluation by purchasing agent)	> \$5,000 - PO	Yes if over \$20,000 or for any amount from Capital Fund.
	\$5,000-\$20,000	Comparative Pricing (solicit quotes from 3) vendors/suppliers)	Purchase Request	
	\$20,001-\$100,000	Competitive Bid (see Code Sec 4-3-40)		
	> \$100,000	Bonded Competitive Bid		
Capital Construction Change orders	< = 10% of approved contract	When total change orders to date are < 10% - Dept Head or City Manager Approval	Purchase Request	Yes if total change orders to date are greater than 10%
	> 10% of approved contract			
Capital Equipment	< \$5,000	Open Market (informal evaluation by purchasing agent)	> \$5,000 - PO	Yes if over \$20,000 or for any amount from Capital Fund.
	\$5,000-\$20,000	Comparative Pricing (solicit quotes from 3 vendors/suppliers)	Purchase Request	
	> \$20,000	Competitive Bid (see Code Sec 4-3-40)		
Plant Equipment Replacement (purchases necessary for replacement of existing equipment that is component part of any water, wastewater, or physical plant)	< \$7,500	Open Market (informal evaluation by purchasing agent)	> \$5,000 - PO >= \$5,000 - Purchase Request	Yes if over \$75,000
	\$7,500-\$75,000	Comparative Pricing (solicit quotes from 3 vendors/suppliers)	Purchase Request	
	>\$75,000	Competitive Bid (see Code Sec 4-3-40)		
Materials, Supplies, Non- Professional Services and Technical Services (including software/hardware maintenance technical services)	< \$10,000	Open Market (informal evaluation by purchasing agent)	> \$5,000 - PO >= \$5,000 - Purchase Request	Yes if over \$20,000
	>\$10,000	Comparative Pricing (solicit quotes from 3 vendors/suppliers)	Purchase Request	
Professional Services (note- process for appointed positions such as auditor, attorney, engineer, or municipal judge to be determined by Council)	< \$25,000	Open Market (informal evaluation by purchasing agent)	All - Purchase Request	Yes if anticipated to exceed \$25,000 per year to a single vendor
	> = \$25,000	Written requests for written proposals must be sent to at least 3 firms or individuals		
Utilities including installation of equipment (purchases to secure utility services such as natural gas, electricity, local telephone, water, or sewer)	any amount	Single Source (negotiations, where appropriate, after good faith determination that only one viable source exists in relevant supply area - keep records for one year)	> \$5,000 - PO >= \$5,000 - Purchase Request	No
Real Property Interest (including easements and rights of way)	any amount	Single Source (see above)	> \$5,000 - PO >= \$5,000 - Purchase Request	Yes if over \$5,000.



Agenda Item #5.f.

Agenda Item Name:

Consider Request for Letter of Support from Colorado River Valley Chamber of Commerce for Destination Blueprint Grant Application

Presenter:

Patrick Waller, City Manager

Item Description:

Letter of Support

Recommended Action:

Move to approve the Colorado River Valley Chamber of Commerce's request for a letter of support for the Destination Blueprint Grant Application

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

The Chamber is applying for the Colorado Tourism Office's Destination Blueprint Program. The program would help bring communities and stakeholders together to assess regional tourism assets, identify priorities, build stakeholder alignment, and develop a roadmap for how tourism can best support our businesses, communities, and quality of life moving forward. As part of the process, we would also explore what role a regional visitor center or other visitor-serving resources should play within that broader tourism framework.

The Chamber is requesting that Rifle City Council support the project with a letter of support.

Notification Requirements:

N/A

Prepared By:

Patrick Waller, City Manager

Attachments:

1. Rifle Destination Blueprint Letter of Support

June 12, 2026

Colorado Tourism Office
Destination Blueprint Program Review Committee



RE: Letter of Support for the Colorado River Valley Destination Blueprint Program Application

To Whom It May Concern:

On behalf of the City of Rifle, I am pleased to express Rifle City Council's support for the Colorado River Valley Chamber of Commerce's application to participate in the Colorado Tourism Office's Destination Blueprint Program.

As the largest community in the Colorado River Valley, Rifle serves as a hub for commerce, recreation, services, events, and regional activity. Visitors are drawn to the area for a variety of experiences, including outdoor recreation, cultural attractions, local events, public lands, and the unique character of western Colorado communities. These visitor experiences often extend throughout the region rather than remaining within a single community.

The City recognizes that tourism is already contributing to the region's economy, but there has never been a coordinated effort to evaluate regional tourism assets, understand visitor needs, identify shared priorities, and establish a long-term strategy for tourism development. The Destination Blueprint Program presents an opportunity to bring together communities and stakeholders to better understand those opportunities and create a roadmap for the future.

The City of Rifle supports this effort because we believe thoughtful tourism planning can strengthen local businesses, enhance quality of life, support economic diversification, and help communities make informed decisions about future investments and visitor-serving amenities.

We appreciate the Colorado River Valley Chamber of Commerce's leadership in convening this regional conversation and encourage the Colorado Tourism Office to give favorable consideration to this application.

Sincerely,

Clint Hostettler, Mayor



Agenda Item #7.a.

Agenda Item Name:

Consider Amendment to Chapter 16 of the Rifle Municipal Code: Automotive Repair Shops - Ordinance No. 14, Series of 2026 (1st Reading)

Presenter:

Geir Sverdrup, Senior Planner

Item Description:

Amendment to Chapter 16 of the Rifle Municipal Code concerning Automotive Repair Shops.

Recommended Action:

Move to approve amendment to Chapter 16 of the Rifle Municipal Code concerning Automotive Repair Shops - Ordinance No. 14, Series of 2026 on first reading as presented and order it to be published as required by Charter.

Fiscal Impact:

N/A

Operational Impact:

This amendment would allow for Auto Repair Shops by right in CS, LI, and I as well as conditionally in TC.

Prior Board Motions:

N/A

Background Information:

Staff has received inquiries regarding where one can locate and operate a mechanics shop as a permitted use. Currently, such uses are only permitted as an accessory use in conjunction with Automotive sales and service or an Equipment-leasing establishment. Service and maintenance is allowed as INDOOR maintenance service, and is defined as follows:

Indoor maintenance service means a principal land use category that includes all land uses that perform maintenance services, such as oil changes, tire service and brake service, and contain all operations (except loading) entirely within an enclosed building. Uses that shall not be considered indoor maintenance service include outdoor storage of vehicles, fabrication, body work, paint shops or overnight storage and repair of vehicles, including automobiles, snowmobiles, ATVs, riding lawnmowers and like items. This category includes, but may not be limited to, the following specific land uses listed in Sections 16-3-320 and 16-3-420 of this Chapter: Assembly; Service and repair as an accessory use to a retail or wholesale business; and Furniture repair/refinishing and upholstery. Heavy equipment storage yard does allow repair and/or maintenance of vehicles over 6,000 lbs.

See attached Staff Report for additional information.

Executive Summary:

Currently there are several shops within city limits that operate as Automotive Repair Shops, in South Rifle, Pugh Automotive, Code 4X4, Automotive Services, in West Rifle, Hernandez Automotive Repair, Crabtree’s Body Shop, Master Automotive, IDOS, and mid-town, Roaring Fork Lube and Tire, just to name a few. These shops have been in operation for years and in violation of Rifle Municipal Code as currently written.

It is staff’s belief that this was not an intentional omission.

Staff therefore is recommending the following text amendment: adding the following definition to Article I - General Provisions, Division 2 - Definitions and Usage, Section 16-1-220. – Definitions, Automotive repair shop is a commercial facility where technicians diagnose, repair, and maintain the mechanical, electrical, and moving parts of vehicles, such as engines, brakes, and transmissions, as well as, functional repairs, routine maintenance (e.g., oil changes, tire rotations), and performance issues. Amending the definition of auto body shop/painting booth, removing the restriction from mechanical engineer power train repair. And amending the table found in ARTICLE III - Zoning, Division 4 - Commercial and industrial Zoning Districts as permitted uses in CS Community Services, I - Industrial and LI Light Industrial zone districts. See attached Staff Report for additional information.

Notification Requirements:

Notice has been met.

Prepared By:

Zach Higgins, Community Development Director

Attachments:

- 1. Ordinance No. 14 2026 Amend Definitions Zoning Table Ch. 16 auto repair
- 2. Automotive repair shop CC Staff Report 6-17-2026 with PZ changes

CITY OF RIFLE, COLORADO
ORDINANCE NO. 14
SERIES OF 2026

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING
ARTICLES 1 AND 3 OF CHAPTER 16 OF THE RIFLE MUNICIPAL CODE TO
AMEND DEFINITIONS AND ZONING TABLES RELATED TO AUTO BODY
SHOP/PAINTING BOOTH AND AUTOMOTIVE REPAIR SHOP

WHEREAS, the City of Rifle (“Rifle” or the “City”) is a home-rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Rifle Home Rule Charter; and

WHEREAS, Chapter 16 of the Rifle Municipal Code (the “Code”) regulates land use, zoning and development within the City; and

WHEREAS, City Staff has made certain recommendations for amendment of the Code to amend the definition of Auto body shop/painting booth, add a new definition for Automotive repair shop and to amend the schedule of uses for commercial and industrial districts identify where said use is permitted; and

WHEREAS, the Planning and Zoning Commission has reviewed the regulations contained within this ordinance and has provided its comments and recommendations in support of adopting the amendments to the Code; and

WHEREAS, the Rifle City Council finds and determines that it is in the best interests of the citizens of Rifle to amend Chapter 16 of the Code consistent with these recommendations.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO, THAT:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. The Rifle Municipal Code § 16-1-220, “Definitions”, is hereby amended to add the underlined text and to delete the ~~strike through language~~, as follows:

Auto body shop/painting booth means a facility designated for activities including collision repair services, body frame straightening, replacement of damaged parts, painting or undercoating of the body or frame. ~~Body and frame repair does not include mechanical engine or power train repair.~~

Automobile salvage yard means any lot, parcel or portion thereof, including automobile graveyards, where salvage vehicles, or parts thereof, are located for the purposes of resale as parts.
Automobile washing facility means a facility for washing and cleansing of passenger vehicles, recreational vehicles or other light-duty equipment.

Automotive repair shop is a commercial facility where technicians diagnose, repair, and maintain the mechanical, electrical, and moving parts of vehicles, such as engines, brakes, and transmissions, as well as, functional repairs, routine maintenance (e.g., oil changes, tire rotations), and performance issues.

Automotive sales and service means the use of any building or portion thereof, or other premises or portion thereof, for the display, sale, rental or lease of new or used motor vehicles and any warranty repair work and other repair service conducted as an accessory use.

Section 3. The Rifle Municipal Code § 16-3-420, “Schedule of uses for commercial and industrial districts”, is hereby amended to add the underlined text, as follows:

<i>USES</i>	<i>CS¹</i>	<i>TC¹</i>	<i>LI</i>	<i>I</i>
Auto body shops/painting booths	C	*	P	P
Automobile salvage yard	*	*	*	P
Automobile washing facility	P	P	P	P
<u>Automotive repair shop</u>	<u>P</u>	<u>*</u>	<u>P</u>	<u>P</u>
Automotive sales and service	P	P	P	P

INTRODUCED, on June 17, 2026, read in full, passed on first reading, and ordered published by title as required by the City Charter.

INTRODUCED a second time at a regular meeting of the Council of the City of Rifle, Colorado, held on July 1, 2026, approved without amendments, and ordered published in full as required by the Charter.

CITY OF RIFLE, COLORADO

By _____
 Mayor

ATTEST:

 City Clerk

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



MEMORANDUM

TO: Rifle City Council
FROM: Zach Higgins, Community Development Director
 Geir H. Sverdrup, Senior Planner
DATE: June 17, 2026
SUBJECT: PLN-2016-015, Automotive Repair Shop as Permitted Use
ADDRESS: City-Wide
APPLICANT: City of Rifle Staff

Background

Staff has received inquiries regarding where one can locate and operate a mechanics shop as a permitted use. Currently such uses are only permitted as an accessory use in conjunction with Automotive sales and service or an Equipment-leasing establishment.

Service and maintenance is allowed as INDOOR maintenance service, and is defined as follows:

Indoor maintenance service means a principal land use category that includes all land uses that perform maintenance services, such as oil changes, tire service and brake service, and contain all operations (except loading) entirely within an enclosed building. Uses that shall not be considered *indoor maintenance service* include outdoor storage of vehicles, fabrication, body work, paint shops or overnight storage and repair of vehicles, including automobiles, snowmobiles, ATVs, riding lawnmowers and like items. This category includes, but may not be limited to, the following specific land uses listed in Sections 16-3-320 and 16-3-420 of this Chapter: *Assembly; Service and repair as an accessory use to a retail or wholesale business; and Furniture repair/refinishing and upholstery.*

Heavy equipment storage yard does allow repair and/or maintenance of vehicles over 6,000 lbs.

Staff Comments

Currently there are several shops within city limits that do just that, in south Rifle, Pugh Automotive, Code 4X4, Automotive Services, in west Rifle, Hernandez Automotive Repair, Crabtree’s Body Shop, Master Automotive, IDOS, and mid-town, Roaring Fork Lube and Tire, just to name a few. These shops have been in operation for years and in violation of Rifle Municipal Code as currently written. It is staff’s belief that this was not an intentional omission.

Staff therefore is recommending the following text amendment: adding the following definition to Article I - General Provisions, Division 2 - Definitions and Usage, Section 16-1-220. – Definitions,

Automotive repair shop is a commercial facility where technicians diagnose, repair, and maintain the mechanical, electrical, and moving parts of vehicles, such as engines, brakes, and transmissions, as well as, functional repairs, routine maintenance (e.g., oil changes, tire rotations), and performance issues.

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



Amending the definition of *Auto body shop/painting booth* removing the restriction from mechanical engine power train repair. And amending the table found in ARTICLE III - Zoning, Division 4 - Commercial and industrial Zoning Districts as permitted uses in CS Community Services, I - Industrial and LI Light Industrial zone districts.

Proposed Amendment

Article I - General Provisions, Division 2 - Definitions and Usage

Sec. 16-1-220. - Definitions.

Auto body shop/painting booth means a facility designated for activities including collision repair services, body frame straightening, replacement of damaged parts, painting or undercoating of the body or frame. ~~Body and frame repair does not include mechanical engine or power train repair.~~

Automobile salvage yard means any lot, parcel or portion thereof, including automobile graveyards, where salvage vehicles, or parts thereof, are located for the purposes of resale as parts.

Automobile washing facility means a facility for washing and cleansing of passenger vehicles, recreational vehicles or other light-duty equipment.

Automotive repair shop is a commercial facility where technicians diagnose, repair, and maintain the mechanical, electrical, and moving parts of vehicles, such as engines, brakes, and transmissions, as well as, functional repairs, routine maintenance (e.g., oil changes, tire rotations), and performance issues.

Automotive sales and service means the use of any building or portion thereof, or other premises or portion thereof, for the display, sale, rental or lease of new or used motor vehicles and any warranty repair work and other repair service conducted as an accessory use.

ARTICLE III – Zoning, Division 1 - Zoning Districts

USES	CS¹	TC¹	LI	I
Auto body shops/painting booths	C	*	P	P
Automobile salvage yard	*	*	*	P
Automobile washing facility	P	P	P	P
Automotive repair shop	P	*	P	P
Automotive sales and service	P	P	P	P

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



Findings

Pursuant to RMC Section 16-5-280, the Planning and Zoning Commission shall consider the following criteria when determining whether or not to recommend approval of the text amendments to City Council:

1. Conformance of the proposal with the City of Rifle Municipal Code;
The proposal is in conformance with the Rifle Municipal Code, and brings the existing repair shops into compliance with the R.M.C.
2. The compatibility of the proposal with the character of the surrounding area, including but not limited to the architectural character of the neighborhood, the average lot and building sizes in the neighborhood, and the relative value of the proposed structure to the value of other structures in the neighborhood;
The proposal is compatible with the character of Rifle. Automotive Repair Shops are not out of character with the City of Rifle and are a standard element of most municipalities, particularly those with high volumes of commuters.
3. The desirability for the proposed use in the specific area of the City;
The zoning code is enforced Citywide by appropriate zone district.
4. The potential for adverse environmental effects that might result from the proposed use;
No adverse environmental effects are anticipated from the proposal.
5. Compatibility of the proposed use and the site (or subdivision) plan with the City of Rifle Comprehensive Plan;
No Comprehensive Plan issues were noted as part of the review.
6. The potential impact of the proposed use upon the value of property and buildings within the surrounding area; and
No negative impacts to property values are anticipated.
7. Conformance of the proposal with the approval requirements concerning water and sewer tap availability for high volume use requests pursuant to 13-4-120 of the Code, if applicable.
Not applicable.

Staff Comments

Staff recommended that the Planning and Zoning Commission recommend approval of the proposed text amendment adding a definition for Automotive Repair Services, permitting within CS - Community Service, and LI - Light Industrial.

P&Z Commission Recommendation

The Planning and Zoning Commission reviewed the proposed text amendment at their May 26, 2026 meeting. The Commission recommended approval of the proposed text amendment with minor revisions. The Commission revised the definition for *Auto body*

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



shop/painting booth by striking the last sentence prohibiting mechanical and power train repair. Additionally, the Commission approved the proposed definition of Automotive Repair Services with the removal of the term “trained” before technicians, and revising the Use Table permitting the use in I – Industrial zone district.

The Planning and Zoning Commission recommends that Rifle City Council approve the proposed text amendment revising the definition of *Auto body shop/painting booth*, adding a definition for *Automotive Repair Services*, and permitting the use within CS - Community Service, LI - Light Industrial and I - Industrial zone districts.



Agenda Item #7.b.

Agenda Item Name:

Consider Amendment to Chapter 16 of the Rifle Municipal Code: Garage Requirements For New Homes - Ordinance No. 15, Series of 2026 (1st Reading)

Presenter:

Geir Sverdrup, Senior Planner

Item Description:

Amendment to Chapter 16 of the Rifle Municipal Code concerning Garage Requirements for New Homes

Recommended Action:

Move to approve amendment to Chapter 16 of the Rifle Municipal Code concerning Garage Requirements for New Homes - Ordinance No. 15, Series of 2026 on first reading as presented and order it to be published as required by Charter.

Fiscal Impact:

This Rifle Municipal Code amendment does not directly affect the Rifle Municipal Budget, but does however, provide choice for homeowners and developers when building new single-family housing units.

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

Staff has received an inquiry from a home builder in Rifle regarding the enforcement of the requirement to build at least one of the two required parking spaces for single family homes inside a garage. Staff brought the code and an amendment to Planning Commission where they provided general direction. Staff then brought an amendment to the Rifle Municipal Code that included deleting the notation requiring one of the two required parking spaces be in a garage as well as the garage size requirements for formal recommendation to Planning Commission at their May regular meeting. Discussion was largely around allowing the market to drive whether a garage of any size would be included in future single-family detached homes.

The Rifle Planning Commission voted at their May meeting to recommend the proposed amendment to Rifle City Council.

Executive Summary:

See attached Staff Report for additional information.

Notification Requirements:

Notice requirements have been met.

Prepared By:

Zach Higgins, Community Development Director

Attachments:

1. Garage requirements - CC Staff Report 6-17-2026
2. Ordinance No. 15 2026 Update to Ch. 16 SF Garage Req

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



MEMORANDUM

TO: Rifle City Council
FROM: Zach Higgins, Community Development Director
 Geir H. Sverdrup, Senior Planner
DATE: June 17, 2026
SUBJECT: PLN-2026-016, Requirements for Garages
ADDRESS: City-Wide
APPLICANT: City of Rifle Staff

Background

Recently Staff has had conversations with residential builders regarding the requirement for mandatory garage parking spaces for new residential buildings.

In recent history, Staff in rare instances, has missed requiring garage parking spaces during Building Permit review.

Current code for residential parking requirements reads:

Sec. 16-7-20. – Off-Street Parking Schedule “A”.

Unless otherwise expressly stated in this Chapter, off-street parking spaces shall be provided in accordance with the following off-street parking schedule.

<i>Use Classification</i>	<i>Specific Use</i>	<i>Minimum Number of Spaces</i>	<i>Off-Street Loading Group</i>
Residential			
Household Living	Single-family and duplex	2 per dwelling unit (1 in garage)	N/A
	One-bedroom multi-family dwelling	1.5 spaces per unit	N/A
	Two- or more bedroom multi-family dwelling	2.0 + 0.25 guest spaces per unit (1 covered)	N/A
Group Living	Group living	1 per 2 beds + 1 per 100 sq. ft. of assembly area	

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Phone: 970-665-6490



Additional language for garages is in Section 16-7-140. – Parking design standards.

(e) Dimensions.

(1) General. Required off-street parking spaces shall comply with the following dimensional standards:

<i>Use</i>	<i>Type of Space</i>	<i>Minimum Dimensions (feet)</i>
Residential	Uncovered	9.5 x 18
	Spaces in Garage or Carport	See Subsection (g)(2)
Nonresidential	Angle Spaces	9.5 x 18
All	Parallel Spaces	8 x 23

Subsection (g)(2) states: Garage dimensions. Residential garages shall have the following minimum interior dimensions:

<i>Garage Type</i>	<i>Minimum Dimensions (feet); width is listed first</i>
Without appliances	
1-car Garage	10 x 20
2-car Garage	18.3 x 20
With appliances at side	
1-car Garage	13.2 x 20
2-car Garage	22.3 x 20
With appliances at front	
1-car Garage	10 x 24
2-car Garage	18.3 x 24

Jeb Savage of JBS Construction submitted a letter (attached) requesting that the Planning and Zoning Commission consider amending the Rifle Municipal Code to eliminate the requirement for “garage” parking. He has cited Silt, New Castle and Parachute as examples.

COMMUNITY DEVELOPMENT DEPARTMENT

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Phone: 970-665-6490



Staff brought this request to the Planning Commission at the April 28th workshop for review, comment and direction. The discussion centered around allowing the market and the buyer to determine whether a Garage would be included in a new home. The requirement for two (2) off-street parking spaces and minimum size of parking spaces would not be altered. With the input received from the Commission, staff propose the following amendment.

Sec. 16-7-20. – Off-Street Parking Schedule “A”.

Unless otherwise expressly stated in this Chapter, off-street parking spaces shall be provided in accordance with the following off-street parking schedule.

<i>Use Classification</i>	<i>Specific Use</i>	<i>Minimum Number of Spaces</i>	<i>Off-Street Loading Group</i>
Residential			
Household Living	Single-family and duplex	2 per dwelling unit (1-in-garage)	N/A
	One-bedroom multi-family dwelling	1.5 spaces per unit	N/A
	Two- or more bedroom multi-family dwelling	2.0 + 0.25 guest spaces per unit (1 covered)	N/A

Section 16-70-140. - Parking design standards.

Subsection (g)

(g) Garages and carports in residential districts. The following standards shall apply to driveways, garages and carports in residential zoning districts, whether they are accessory structures or part of the principal structure.

- (1) Driveways. Driveways shall be paved and, if functioning as an off-street parking space, the space provided shall be nine and one-half (9.5) feet wide and twenty (20) feet long and shall be located to ensure that no overhang into public right-of-way or a pedestrian easement occurs. Multi-family units (three [3] units and greater) are not permitted to use driveways for off-street parking unless drives are internal to the development and access a private drive.

~~(2) Garage dimensions. Residential garages shall have the following minimum interior dimensions:~~

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202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



Garage Type	Minimum Dimensions (feet); width is listed first
Without appliances	
1-car Garage	10 x 20
2-car Garage	18.3 x 20
With appliances at side	
1-car Garage	13.2 x 20
2-car Garage	22.3 x 20
With appliances at front	
1-car Garage	10 x 24
2-car Garage	18.3 x 24

- (23) Carport dimensions. Carports shall measure at least nine (9) feet wide by nineteen (19) feet deep, measured from the inside face of support to inside face of opposite support. The carport roof shall cover the entire nineteen-foot length of the space.

Findings

Pursuant to RMC Section 16-5-280, the Planning and Zoning Commission shall consider the following criteria when determining whether or not to recommend approval of the text amendments to City Council:

1. Conformance of the proposal with the City of Rifle Municipal Code;
The proposal is in conformance with the Rifle Municipal Code.
2. The compatibility of the proposal with the character of the surrounding area, including but not limited to the architectural character of the neighborhood, the average lot and building sizes in the neighborhood, and the relative value of the proposed structure to the value of other structures in the neighborhood;
The proposal is compatible with the character of Rifle. A garage is not a defining element of residences within the City
3. The desirability for the proposed use in the specific area of the City;
The zoning code is enforced Citywide by appropriate zone district.

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4. The potential for adverse environmental effects that might result from the proposed use;

No adverse environmental effects are anticipated from the proposal.

5. Compatibility of the proposed use and the site (or subdivision) plan with the City of Rifle Comprehensive Plan;

No Comprehensive Plan issues were noted as part of the review.

6. The potential impact of the proposed use upon the value of property and buildings within the surrounding area; and

No negative impacts to property values are anticipated.

7. Conformance of the proposal with the approval requirements concerning water and sewer tap availability for high volume use requests pursuant to 13-4-120 of the Code, if applicable.

Not applicable.

Staff Comments

Staff recommended that the Planning and Zoning Commission recommend approval of the proposed text amendment revising the requirements for garages to City Council.

P&Z Commission Comments

The Commission heard the proposed text amendment at their April 28th meeting. Discussion centered around the need for a garage to be dictated by the market, builder and/or customer. The requirement for specific garage dimensions was considered to be to an individual decision for the homeowner and the City does not need to dictate these specifics. The proposed amendment does not reduce the required number of off-street parking spaces required. The Commission recommends approval of the proposed text amendment revising the requirements for garages to City Council.

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



Jeb Savage
JBS Construction Inc
201 Railroad Ave
Rifle, CO 81650
ibsinco@gmail.com
9703797142
4/17/2026

Planning and Zoning Commission
Rifle, CO
202 Railroad Ave

Subject:

Concern regarding a recent change in the interpretation of Off-Street Parking Schedule A, City Code Sec. 16-7-20.

Context:

JBS Construction was recently denied a building permit for a single-family home at 1669 Birch Ave because it was designed without a garage. JBS Construction has also recently built and sold a house that does not have a garage at 1668 Walnut Loop. From these addresses you can see 2 additional homes without a garage on E 17th Circle built in recent years

Dear Members of the Planning and Zoning Commission,

Recently there has been a change in the interpretation of the Off-Street Parking Requirement for single family homes as defined by City Code Sec. 16-7-20. - Off-Street Parking Schedule "A"

The table states that the minimum number of off-street parking spaces for single family homes and duplexes is "2 per dwelling unit (1 in garage)".

There are two interpretations of the table described below

1. Every new single-family home or Duplex must have a garage.

Argument- That is the goal of Schedule A or the intended purpose of the Code Section.

This section of the code intends to decongest roads and limit the number of cars parked on the street, but mandating garages does not address the problem. Garages are used in many ways other than parking. A storage unit, home gym, and a workshop being some popular uses. That means if someone uses their garage as a storage unit then they may not have any off-street parking (depending on driveway set up and Dimension)

2. Only one garage space can be counted as 1 of the required 2 off-street parking spaces.

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



Argument- This interpretation rings true with the intent of the code section, it ensures at least one off- street parking space is provided even if the garage is being used as a home gym.

I am writing to you today seeking clarification of the code language and to advocate for affordability and a citizen's right to a home of their choice.

I have done some research and found that none of our surrounding communities mandate homes to have a garage. Some municipalities go as far as to say you may not count the garage as any of the required off-street parking spaces. For Example,

- **Silt** - Code 7.52.030 - Schedule of parking requirements by use.
"Two spaces per dwelling unit, not within an enclosed structure"
- **New Castle** - Code 17.76'.020 - Standards designated for each use.
For dwelling units, two (2) spaces per dwelling unit (driveway and garage or carport areas are defined as off-street parking space)
- **Parachute**- 15.05.304 Parking standards.
Two (2) spaces per dwelling unit.

As a home builder representing 35 years of experience building homes in Rifle, I acknowledge the importance of getting parked cars off the road, but mandating garages is not the answer. JBS construction typically builds houses with room for at least 3 cars parked off the street with one or two more spots inside a garage but if we can provide an affordable home with 3-4 off street parking spaces without a garage as the market seems to want, shouldn't we be allowed to do so?

We all know home affordability is a real issue and one way to make homes less expensive is to eliminate the garage. In the real-life example from the context section above JBS Construction was able to bring a full-size new home to market for under \$500,000 and it sold in just a few days. 1668 Walnut loop sold in February of 2026 and has 4 off street parking spaces, none of which are in a garage. JBS has been asked to build more similar homes in the future.

I recommend the Planning and Zoning Commission recognize the historically and geopolitically accurate interpretation of Rifle's Off-Street Parking Schedule A. I would also invite you to strengthen our requirement by adopting the same language used by Silt, "Two spaces per dwelling unit, not within an enclosed structure"

Thank you for you time as Volunteers and thank you for doing what is best for the Citizens of Rifle.

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



I look forward to discussing this further at the upcoming meeting later this month.

Sincerely,

John B Savage (Jeb)

JBS Construction Inc

**CITY OF RIFLE, COLORADO
ORDINANCE NO. 15
SERIES OF 2026**

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING
ARTICLES 7 OF CHAPTER 16 OF THE RIFLE MUNICIPAL CODE TO
AMEND GARAGE PARKING REQUIREMENTS FOR NEW HOMES

WHEREAS, the City of Rifle (“Rifle” or the “City”) is a home-rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Rifle Home Rule Charter; and

WHEREAS, Chapter 16 of the Rifle Municipal Code (the “Code”) regulates land use, zoning and development within the City; and

WHEREAS, City Staff has made certain recommendations to the City’s zoning requirements to remove garage parking requirements for new single-family and duplex homes; and

WHEREAS, the Planning and Zoning Commission has reviewed the regulations contained within this ordinance and has provided its comments and recommendations in support of adopting the amendments to the Code; and

WHEREAS, the Rifle City Council finds and determines that it is in the best interests of the citizens of Rifle to amend Chapter 16 of the Code consistent with these recommendations.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO, THAT:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. The Rifle Municipal Code § 16-7-20, “Off-Street Parking Schedule “A””, is hereby amended to delete the ~~strike through language~~, as follows:

Sec. 16-7-20. – Off-Street Parking Schedule “A”.

Unless otherwise expressly stated in this Chapter, off-street parking spaces shall be provided in accordance with the following off-street parking schedule.

<i>Use Classification</i>	<i>Specific Use</i>	<i>Minimum Number of Spaces</i>	<i>Off-Street Loading Group</i>
Residential			
Household Living	Single-family and duplex	2 per dwelling unit (1 in garage)	N/A

<i>Use Classification</i>	<i>Specific Use</i>	<i>Minimum Number of Spaces</i>	<i>Off-Street Loading Group</i>
	One-bedroom multi-family dwelling	1.5 spaces per unit	N/A
	Two- or more bedroom multi-family dwelling	2.0 + 0.25 guest spaces per unit (1 covered)	N/A

Section 3. The Rifle Municipal Code § 16-7-140, “Parking design standards”, is hereby amended to add the underlined text and to delete the ~~strike through language~~, as follows:

Section 16-7-140. - Parking design standards.

(g) Garages and carports in residential districts. The following standards shall apply to driveways, garages and carports in residential zoning districts, whether they are accessory structures or part of the principal structure.

(1) Driveways. Driveways shall be paved and, if functioning as an off-street parking space, the space provided shall be nine and one-half (9.5) feet wide and twenty (20) feet long and shall be located to ensure that no overhang into public right-of-way or a pedestrian easement occurs. Multi-family units (three [3] units and greater) are not permitted to use driveways for off-street parking unless drives are internal to the development and access a private drive.

~~(2) Garage dimensions. Residential garages shall have the following minimum interior dimensions:~~

<i>Garage Type</i>	<i>Minimum Dimensions (feet); width is listed first</i>
Without appliances	
1-car Garage	10 x 20
2-car Garage	18.3 x 20
With appliances at side	
1-car Garage	13.2 x 20
2-car Garage	22.3 x 20
With appliances at front	

<i>Garage Type</i>	<i>Minimum Dimensions (feet); width is listed first</i>
1-car Garage	10 x 24
2-car Garage	18.3 x 24

(23) Carport dimensions. Carports shall measure at least nine (9) feet wide by nineteen (19) feet deep, measured from the inside face of support to inside face of opposite support. The carport roof shall cover the entire nineteen-foot length of the space.

INTRODUCED, on June 17, 2026, read in full, passed on first reading, and ordered published by title as required by the City Charter.

INTRODUCED a second time at a regular meeting of the Council of the City of Rifle, Colorado, held on July 1, 2026, approved without amendments, and ordered published in full as required by the Charter.

CITY OF RIFLE, COLORADO

By _____
 Mayor

ATTEST:

 City Clerk



Agenda Item #8.a.

Agenda Item Name:

Consider Approval of Purchase Order for 7-Party MOU Garfield County Older Adult Programs for 2026

Presenter:

Item Description:

Approval for purchase order for the 2026 MOU 7-Party Garfield County Older Adult Programming in the amount of \$238,194.00 for congregate meals and transportation. MOU was approved at the October 25, 2025, Council meeting.

Recommended Action:

Move to approve a purchase order in the amount of \$238,194.00 for the 7-Party MOU Garfield County Older Adult Programs for 2026.

Fiscal Impact:

The 7-Party MOU for Older Adult Programs for 2026 is a total request of \$238,194.00 which includes \$79,376 for Rifle congregate meals and \$158,818 for transportation services with The Traveler. This item was budgeted at \$225,000 in the FY2026 adopted budget. This results in a net variance of \$13,194, or 6% over budget. It is anticipated that this budget discrepancy can be absorbed in the General Fund.

Operational Impact:

N/A

Prior Board Motions:

City Council approved the 7-Party Garfield County Older Adult Programs MOU for 2026 at the October 25, 2025, meeting. A purchase order approval is needed for payment to Garfield County.

Background Information:

The City of Rifle has participated in the 7-Party MOU since 2009. The 7 parties consist of Town of Carbondale, City of Glenwood Springs, Town of New Castle, Town of Silt, City of Rifle, Garfield County, and RFTA. This contract provides ongoing adult programming for senior congregate meals, transportation, and wellness.

Executive Summary:

This item requests approval of a purchase order totaling \$238,194 for Rifle congregate meals and transportation services with The Traveler. The contract was previously approved by City Council on October 25, 2025, and was included in the FY2026 adopted budget. The requested amount exceeds the original budget of \$225,000 by \$13,194 (6%).

Notification Requirements:

N/A

Prepared By:

Tami Sours, Senior & Event Center Director

Attachments:

1. 2026 PO For 7-Party MOU - Garfield County Dept of Human Services
2. 2026 7-Party MOU Signed



**CITY OF RIFLE
PURCHASE REQUEST**

1.	Vendor Name	NEW: W-9 attached <input type="checkbox"/>

2.	Vendor Address

3.	For the Purchase of (description)

4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.

5.	Dept. Name	General Ledger Acct #

6.	Type of Purchase
Capital Construction	
Capital Construction – Change Order	
Capital Equipment	
Plant Equipment	
Materials, supplies, non-profession/technical services (includes computer/software maint.)	
Professional Services	
Utilities (includes equipment installation and ongoing contracts)	
Land, easements, ROW	

7.	Purchasing Process Required (Rifle Municipal Code sections for guidance)		
Cooperative Purchasing:		Sec 4-3-90	
Open Market:		Sec. 4-3-40(c)	
Comparative Pricing:		Sec. 4-3-40(d)	
Request for Proposal:		Sec. 4-3-40(e)	(attach bid tab)
Competitive Sealed Bid:		Sec.4-3-40(f)	(attach bid tab & advertisement)
Sole Source:		Sec. 4-3-40(a)	(attach memo)

8.	Authorization Required		
City Manager			
City Council			

9.	Signatures		
	Position	Signature	Date
Department Director			
City Manager			
City Council Approval (meeting date)			

10.	Purchase Order # assigned by Finance
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TABLE 1 - IS A PURCHASE ORDER NECESSARY

<u>Amount of Purchase</u>	<u>Is Purchase Order Needed</u>	<u>Method of Source Selection</u>
\$0.01 - \$10,000	No – Dept Head Approval	No special sourcing
\$10,000.01 - \$25,000	Yes – City Manager Approval	Yes – see table 2 below
\$25,000.01 or Greater	Yes – Council Approval	Yes – see table 2 below

TABLE 2 - METHODS OF SOURCE SELECTION

<u>Methods of source selection</u>	<u>Contract limits</u>
Competitive sealed bidding	Greater than \$50,000.00
Competitive sealed proposals	Greater than \$10,000.00 and less than \$50,000.00.
**Greater than \$50,000 allowed for Construction Manager/General Contractor proposals, or similar type proposal.	
Small purchases	Less than \$10,000.00 - DEPARTMENT HEAD DISCRETION

TABLE 3 - LOCAL VENDOR PREFERENCE

Contract Amount	Primary Preference In City Limits	Secondary Preference In County Out of City
Less than \$1,000	10% discount	5% discount
\$1,001 to \$5,000	8% discount	4% discount
\$5,001 to \$25,000	6% discount	3% discount
\$25,001 to \$100,000	5% discount	2% discount
\$100,000 to \$200,000	4% discount	2.5% discount
\$200,001 to \$500,000	3% discount	1.5% discount
\$500,000 or greater	2% discount	1% discount

**7-PARTY MEMORANDUM OF UNDERSTANDING
REGARDING GARFIELD COUNTY OLDER ADULT PROGRAMS
FOR 2026**

This Memorandum of Understanding is entered into between:

The Garfield County Board of County Commissioners, ("BOCC")
The City of Rifle, Colorado,
The City of Glenwood Springs, Colorado,
The Town of Carbondale, Colorado,
The Town of New Castle, Colorado,
The Town of Silt, Colorado,
Roaring Fork Transportation Authority, ("RFTA")

(collectively, the "7-Parties") in order to set forth the terms and conditions of their cooperative provision, administration, and funding of a county-wide meal and transportation services for the Garfield County Older Adult Programs for calendar year 2026 (the "MOU"). This MOU is effective as of January 1, 2026, regardless of the dates on which it is signed.

BACKGROUND

- A. Each of the 7-Parties is authorized to make the most efficient and effective use of their governmental powers, responsibilities, and monies by cooperating and contracting with other governments. Colo. Const. art. XIV §§ 18(2)(a) and (2)(b); Colorado Revised Statutes § 29-1-201.
- B. In 2009, 9-Parties entered into an Intergovernmental Agreement to set forth the terms and conditions of their cooperative provision, administration, and funding of meal and transportation services to senior and disabled citizens of Garfield County ("the 9-Party MOU"). This 9-Party MOU is recorded in records of the Garfield County Clerk and Recorder at Reception No. 776142.
- C. In accordance with the 9-Party MOU, in 2009 and each consecutive year thereafter, the now 7 parties have also entered into a Memorandum of Understanding that sets forth each party's annual commitment to share the administrative and operational costs of the Older Adult Programs meal and transportation services and determines the methodology by which those costs will be allocated among them (the "MOU").
- D. In 2016, The Town of Parachute withdrew from membership and opted not to participate in the services provided by Garfield County Older Adult Programs in 2017. In 2017, it was determined that Colorado Mountain College no longer needs to be part of the MOU beginning 2019.

Page 1

2026 7 Party MOU

- E. Each of the remaining Parties desires to continue to provide meal and transportation services to eligible Garfield County senior citizens in 2026 in accordance with the original 9-Party MOU.

NOW, THEREFORE, for and in consideration of mutual covenants and agreements set forth below, the 7-Parties agree as follows:

AGREEMENT

- 1. Incorporation of Recitals. The foregoing Recitals are incorporated as if set forth in full.
- 2. Purpose of this Agreement. The purpose of this MOU is to define the terms and conditions by which the 7-Parties will collectively provide, administer and fund county-wide meal and transportation services for the Garfield County Older Adult Programs for calendar year 2026.
- 3. Term of Agreement. This Agreement shall have an Effective Date of January 1, 2026, regardless of the dates signed and shall terminate on December 31, 2026.
- 4. Senior Services to be Provided. The BOCC, through its Department of Human Services Older Adult Programs, will organize and administer the congregate meal and transportation services described in this MOU for eligible senior and disabled citizens of Garfield County on behalf of Rifle, Glenwood Springs, Carbondale, New Castle, Silt (collectively, the "Municipalities"). In exchange, the Municipalities will reimburse the BOCC for their proportionate shares of the cost of such services as calculated in accordance with the Cost Methodologies defined in this Agreement.
- 5. Congregate Meal Services. The BOCC and Municipalities agree that Older Adult Program meals will be provided at seven (7) locations throughout Garfield County on the days and times, and further agree that the costs to provide such services will be allocated among them as follows:
 - a. Cost Methodology - Nutrition: The BOCC agrees to pay forty percent (40%) of total budgeted cost to provide Congregate Meal Services in 2026.
 - b. The Municipalities each agree to pay a proportionate share of the remaining balance, less all anticipated grant and program funding income, based upon the percentage of total meals served between July 2024 and June 2025 to the residents of each Municipality. The BOCC agrees to be responsible for all meals served to residents of unaffiliated Garfield County and Battlement Mesa as well as any shortfall in grant and program funding income.

- c. Application of Cost Methodology to the 2026 Budget: As illustrated in **Attachment A**, which is incorporated here for all purposes, the total budgeted cost to provide Congregate Meal Services in 2026 is **\$646,892.00**. The BOCC's 40% share of that amount equals **\$258,757.00**. Anticipated grant and program funding income for 2026 is **\$199,374.00**. The remaining balance is **\$188,761.00**.

Municipality	Number of Meals	Percent of Total	Amount Due
Carbondale	1,658	9.70%	\$18,306
Glenwood Springs	5,539	32.40%	\$61,157
New Castle	1,029	6.02%	\$11,361
Silt	1,681	9.83%	\$18,560
Rifle	7,189	42.05%	\$79,376
TOTAL	17,096	100.00%	\$188,761

6. Transportation Services. The BOCC, RFTA and Municipalities agree that Senior and Disabled transportation services funded by this Agreement are wheelchair accessible, curb to curb, driver assisted transportation services to assessed Garfield County residents who have difficulty utilizing public transportation and have an assessed functional disability affecting the ability to use public transportation. The Traveler provides transportation to destinations throughout Garfield County. In order to achieve the stated purpose, the BOCC specifically grants RFTA the authority to operate outside RFTA's boundaries and within the unincorporated boundaries of Garfield County, consistent with the provisions of C.R.S. § 43-4-605(1)(f) as required to comply with this IGA. Riders must make reservations by 3:00 pm the previous business day. Reservations are a first-come, first-served system. The cost to provide these transportation services will be shared by the BOCC, RFTA, and the Municipalities in accordance with the following Cost Methodology.

7. Definitions:

- a. Initial Pickup Location: The initial pickup location for cost allocation purposes is the Municipality in which the first leg of a passenger's trip occurs, whether it is a round trip, a one-way trip, or a multi-legged trip. For example, if a passenger is picked up in municipality A to be transported to Municipality B and is later picked up in Municipality B for a return ride to Municipality A, the initial pickup location for cost allocation purposes is Municipality A for both trip legs.
- b. One-Way Passenger Trips: This represents vehicles transporting passengers one way from their origins to their destinations on any leg of their trips. This does not mean round trips or vehicle trips, since more than one passenger can be riding on a vehicle at the same time resulting in "X" number of one-way passenger trips.

- c. Loaded Miles: Loaded miles are the total distance driven while a passenger is in the vehicle.
- d. Loaded Minutes: Loaded minutes are the total duration of time while a passenger is in the vehicle.

8. Cost Methodology – Transportation

- a. The BOCC agrees to be responsible for fifty percent (50%) of the total budgeted net County and RFTA expenses to provide Traveler Services in 2026. The remaining fifty percent is paid for by grant and program funding, a refund of 2021 excess revenue and allocated payments from the Municipalities based upon the fully allocated cost of providing services. Costs will be allocated to the Parties based on the total number of trips provided in each Jurisdiction, and total estimated Loaded Miles, and total estimated Loaded Minutes consumed by each Jurisdiction/Municipality. Costs will be considered allocable to a Jurisdiction/Municipality based upon the Initial Pickup Location as defined in Paragraph 7.a. herein, regardless of the number of trip legs or Jurisdictions/Municipalities visited by the passenger.
- b. RFTA agrees to be responsible for the fully allocated net cost of the Traveler transportation services provided to the three Municipalities that are current RFTA members: the Town of Carbondale, the City of Glenwood Springs, and the Town of New Castle.
- c. The remaining non-RFTA member Municipalities, the City of Rifle and the Town of Silt agree to pay the fully allocated net cost of Traveler transportation services allocable to their municipalities.
- d. The BOCC agrees to be responsible for any remaining Traveler transportation service costs, including any shortfalls in anticipated grant and program funding income.

9. 2026 Budgeted Contributions: As illustrated in Attachment B, the total budgeted cost to provide Senior and Disabled Transportation Services in 2026 is **\$848,074.00**. This cost represents the costs to the BOCC and to RFTA to provide such services in the amounts of **\$20,651.00** and **\$857,423.00**, respectively. This cost less the amount of **\$30,000.00** received by RFTA from other sources who utilize the Traveler bus system pursuant to a contractual agreement that is unrelated to this MOU, equals the net total County and RFTA expense for the Traveler transportation services in 2026 of **\$848,074.00**.

The BOCC's 50% share of this amount equals **\$424,037.00**. Anticipated grant and program funding income for 2026 is **\$69,500.00**. The total amount of the contribution from the County, including grants, program income is **\$493,537.00**. Subject to the recommendation of the Senior Advisory Board and the approval of the BOCC, any year-end excess budget funds in 2022 may also be applied to the County's contribution in 2026 for the Senior and Disabled Transportation Services budget. However, pursuant to the provisions of paragraph 13. Annual Reconciliation and True-Up, below, after 2023 there should not be any significant excess budget revenue to apply as a refund to a subsequent year's County contribution.



10. Allocation of County Contribution and Grant and Program Income: The County's contribution, inclusive of its 50% commitment and anticipated grant and program income, shall be allocated first to the cost of rides originating in unincorporated Garfield County. Any remaining balance shall be allocated on a pro rata basis relative to each other party's fully allocated cost.

11. Estimated Contributions: On the Chart below, the following estimates are offered to aid the Municipalities in planning and budgeting for their portion of the 2026 Traveler transportation services costs. The amounts shown are based on the 2026 budgeted amounts identified above and a forecast of ridership and services levels for 2026.

Jurisdiction	Est. One-Way Passenger Trips	Est. Loaded Miles	Est. Loaded Minutes	Est. Fully Allocated Cost	Est. Allocation of County Contribution, Grants & Program Income	Est. Net Responsibility for Each Municipality
Carbondale*	180	2,520	5,680	\$19,988	\$9,524	\$10,464
Glenwood Springs*	4,090	10,285	60,160	\$236,782	\$112,821	\$123,961
New Castle*	800	13,115	33,860	\$109,639	\$52,240	\$57,398
Silt	105	630	1,920	\$7,441	\$3,545	\$3,895
Rifle	5,140	15,635	76,300	\$303,364	\$144,546	\$158,818
Garfield County	1,980	18,060	46,220	\$170,860	\$170,860	-
Total	12,295	60,245	224,140	\$848,074	\$493,537	\$354,537

12. Monthly Billing: RFTA will pay directly for the fully allocated net costs attributable to its member jurisdictions and each of the remaining Parties will pay the County the amount shown on their respective lines in the Chart above.

13. Annual Reconciliation & True-up: No later than February 16, 2026 RFTA will publish a reconciliation statement. Actual expenditures for the year will be allocated based on the actual trips, and estimated loaded miles and loaded minutes provided to the Parties in 2026. If the total fully allocated net costs calculated for any Party during the preceding year exceeds the amount paid by the Party during the preceding year, a reconciliation credit or debit in the amount of the difference will be made for each such Party by the County. If a credit is due, RFTA will pay back to the County the amount it has been overpaid by the County for any Party or Parties within 30-days of the reconciliation statement. If a debit is owed, the Party or Parties owing the debit will pay the County the amount owed within 30 days of the reconciliation statement, and the County will remit any additional payments received and owed to RFTA within 30 days of receipt of the Party or Party's debit payment(s) to the County.

14. County Payments to RFTA for the Traveler Program. The amount to be paid by the BOCC to RFTA in 2026 for the provision of the Traveler Transportation Services contemplated by this Agreement is **Six Hundred Thirty-five Thousand, Six Hundred Dollars (\$635,600.00)**. This amount is based upon RFTA's estimated cost to provide the services in 2026 (\$857,423.00) less

amounts received by RFTA from other sources who utilize the Traveler bus system (\$30,000.00) and less the cost to provide such services to the Town of Carbondale (\$10,464.00), the City of Glenwood Springs (\$123,961.00), and the Town of New Castle (\$57,398.00), each of which is a member of RFTA. Amounts are projected and should the actual cost exceed the budgeted costs, those funds will be paid through the Restricted Fund Balance/The Traveler and reimbursed at year end by following the Annual Reconciliation and True-Up procedures described in Paragraph 13., above.

- a. RFTA's Estimated Cost: The Parties recognize that RFTA's estimate of its costs to provide Traveler services is solely RFTA's responsibility; the BOCC is not responsible in any way for verifying or assuring the accuracy of RFTA's calculation. For 2026, RFTA estimates that its cost to provide these services is **\$857,423.00**.

- b. Other Traveler Services: The Parties recognize that RFTA's operation of the Traveler by means of this MOU does not include funding for ADA complementary paratransit services in the City of Glenwood Springs. Funding for this complementary paratransit service is provided by a separate contract between the City of Glenwood Springs and RFTA, which RFTA represents to be **\$30,000.00** for 2026.

- c. Payment: The BOCC and RFTA have entered into a separate intergovernmental agreement pursuant to which the BOCC agrees to pay RFTA the total amount of \$635,600.00 in eight (8) monthly payments of \$52,966.67 and four (4) monthly payments of \$52,966.66 for Senior and Disabled Transportation Services (the "Traveler IGA"). This amount represents RFTA's estimated cost to provide such services in 2026, less amounts received by RFTA from other sources and less the cost to provide such services to the RFTA Member Municipalities identified with an asterisk above. The non-RFTA member Municipalities agree to pay the respective amounts set forth above upon receipt of an invoice from the BOCC.

- d. Appropriation: This MOU is expressly contingent upon appropriation and budgeting for the costs required herein. If any Municipality, including RFTA on behalf of its member jurisdiction Municipalities, fails to appropriate or have available sufficient funds to pay for the costs of the obligations set forth in this MOU, services to residents of the failing Municipality shall end. The attached budget was adopted by the RFTA Board on December 11, 2025 and is considered final. If the actual cost of the Traveler program exceeds the amount set forth in this MOU, the additional cost will be covered through the Restricted Fund Balance/The Traveler, which would then be reimbursed at year end by following the Annual Reconciliation and True-Up Procedures described in Paragraph 13., above.

- e. Public Health Emergency Accommodations. Traveler services will be adjusted because of Governor orders or Public Health recommendations.



15. Combined Costs: The combined cost for 2026 Congregate Meal, Well and Wise, and Traveler Transportation Service are set forth on Attachment C.

16. Whole Agreement: This MOU sets forth the whole agreement of the Parties. No representation, either verbal or written, shall be considered binding to the extent it is not set forth herein.

17. Amendment and Assignment. This MOU may be amended, altered, or modified solely through a written agreement executed with equal formality. This MOU may not be assigned by any Party without the written agreement of all.

18. Facsimiles and Counterparts. This MOU and all documents required for performance may be signed in counterparts. Facsimile signatures may be substituted for originals on such documents.

19. Authority. Each person signing this MOU represents and warrants that said person is fully authorized to enter into and execute this document and bind the Party represented.

20. Governing Law. The laws of the State of Colorado shall govern the validity, performance, and enforcement of this MOU. Venue for any action instituted pursuant to this MOU shall lie in Garfield County.

21. Notice. Notices to be provided under this MOU shall be given in writing either by hand delivery or by certified return receipt requested United States mail, to the following:

Carbondale: Ryan Hyland, Town Manager
Town of Carbondale
511 Colorado Avenue
Carbondale, CO 81623
970-510-1207
rhyland@Carbondaleco.net

Garfield County: Sharon Longhurst-Pritt, Director
Garfield County Department of Human Services
195 West 14th Street, Building B
Rifle, CO 81650
(970) 625-8282 ext. 3265
spritt@garfield-county.com

Glenwood Springs: Steve Boyd, City Manager
City of Glenwood Springs
101 W. 8th Street
Glenwood Springs, CO 81601
(970) 384-6522
steve.boyd@cogs.us



New Castle:

Dave Reynolds, Town Administrator
New Castle Town Hall
450 West Main Street,
PO Box 90
New Castle, CO 81647
(970) 984-2311
dreynolds@newcastlecolorado.org

RFTA:

Kurt Ravenschlag, Chief Executive Officer
Roaring Fork Transportation Authority
2307 Wulfsohn Road
Glenwood Springs, CO 81601
(970) 384-4885
kravenschlag@rfta.com

Rifle:

Patrick Waller, City Manager
City of Rifle
202 Railroad Ave
P. O. Box 1980
Rifle, CO 81650
(970) 625-6266
pwaller@rifleco.org

Silt:

Jim Mann, Town Administrator
Town of Silt
231 N. 7th Street, PO BOX 70
Silt, CO 81652
(970) 876-2353, ext. 813
jmann@townofsilt.org

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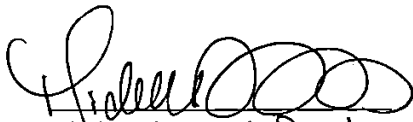


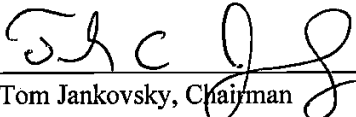
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02/10/2026 02:21:20 PM Jacklyn K. Harmon
9 of 19 Rec Fee:\$0.00 Doc Fee:0.00 GARFIELD COUNTY CO

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2026.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS OF
GARFIELD COUNTY, COLORADO, and
BOARD OF SOCIAL SERVICES**


Clerk to the Board, Deputy
Michele Davies

By: 
Tom Jankovsky, Chairman

DATED: 2-10-25



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10 of 19 Rec Fee:\$0.00 Doc Fee:0.00 GARFIELD COUNTY CO

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2026.

ATTEST:

CITY OF GLENWOOD SPRINGS, COLORADO

City Clerk

By: _____

Marco Dehm, Mayor

DATED: January 19, 2026




Reception#: 1015609
02/10/2026 02:21:20 PM Jacklyn K. Harmon
11 of 19 Rec Fee:\$0.00 Doc Fee:0.00 GARFIELD COUNTY CO


IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2026.

ATTEST:

**ROARING FORK TRANSPORTATION
AUTHORITY**



Nicole R. Schoon, Secretary to the
Board of Directors



By: Greg Poschman (Dec 11, 2025 12:55:16 MST)
Greg Poschman, Chair

DATED: 12/11/2025

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2026.

ATTEST:

TOWN OF CARBONDALE, COLORADO



Town Clerk

By: 
Ben Bohmfalk, Mayor

DATED: 12/16/2025



IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2026.

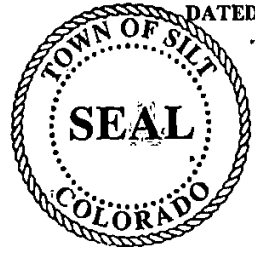
ATTEST:

TOWN OF SILT, COLORADO

[Signature]
Town Clerk

By: Keith B. Richel
Keith Richel, Mayor

DATED: Jan 13, 2026

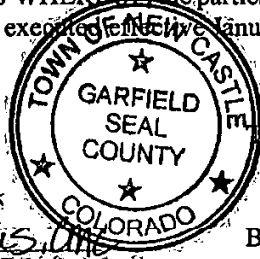




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14 of 19 Rec Fee:\$0.00 Doc Fee:0.00 GARFIELD COUNTY CO

IN WITNESS WHEREOF the parties have caused this Memorandum of Understanding to be executed on January 1, 2026.

ATTEST:



TOWN OF NEW CASTLE, COLORADO

Mindy Cordis
Town Clerk

By:

Art Riddile
Art Riddile, Mayor

DATED:

12-16-2025

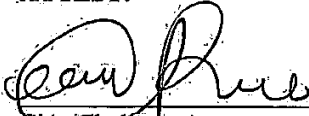


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IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2026.

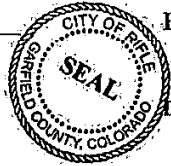
ATTEST:

CITY OF RIFLE, COLORADO


City Clerk

By:


Sean Strode, Mayor



DATED:

10/15/2025



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16 of 19 Rec Fee:\$0.00 Doc Fee:0.00 GARFIELD COUNTY CO

ATTACHMENTS TO MEMORANDUM OF UNDERSTANDING
RE: OLDER ADULT PROGRAMS

ATTACHMENT A: 2026 CONGREGATE MEAL BUDGET AND COST METHODOLOGY

ATTACHMENT B: 2026 TRANSPORTATION BUDGET AND COST METHODOLOGY

ATTACHMENT C: 2026 CONGREGATE MEAL, WELL AND WISE, AND TRAVELER
TRANSPORTATION SERVICE

ATTACHMENT A

2026 CONGREGATE MEAL BUDGET AND COST METHODOLOGY

Nutrition Budget		Annual
Wages	\$	191,033
Employee Benefits	\$	107,904
Professional Services	\$	7,000
Professional - Other	\$	310,780
Technical Services	\$	100
Repair and maintenance	\$	-
Rental of Land & Buildings	\$	1,000
Communications	\$	1,200
Printing and Binding	\$	150
DHS - Destruction of Records	\$	125
Travel	\$	300
Motor Pool Charges	\$	11,500
Professional Affiliations	\$	-
Training	\$	600
Office Supplies	\$	500
Operating Supplies	\$	10,000
Freight, postage, Delivery	\$	2,000
Other Supplies	\$	200
Other Supplies-NSIP	\$	250
Copy Machine Usage	\$	1,250
Food - non travel related	\$	1,000
Computers & computer equipment	\$	-
Total 12 Month Budget	\$	646,892
Less AAA funding	\$	164,374
Less NSIP Incentives	\$	10,000
Less Program Income	\$	25,000
Grant & Program Income Total	\$	199,374
40% County Share of Total Expenses	\$	258,757
Garfield County Share	\$	258,757
Projected Income/County Share	\$	458,131
Income less expenses	\$	188,761
Municipal Budget Share for Distribution	\$	188,761

NUTRITION BREAKDOWN SUMMARY FOR MUNICIPALITIES				2025		2024		2023	
2026	# of Meals Served	Percent of Total	Municipal Nutrition Contribution	# Meals	Contributions	# Meals	Contributions	# Meals	Contributions
Jurisdiction									
Carbondale	1,658	9.70%	\$ 18,306	2,114	\$ 23,252.03	2,126	\$ 19,287.15	1,284	\$ 10,920.06
Glenwood Springs	5,539	32.40%	\$ 61,157	8,221	\$ 68,425.19	6,509	\$ 59,049.89	6,195	\$ 52,686.76
New Castle	1,029	6.02%	\$ 11,361	996	\$ 10,955.07	1,019	\$ 9,244.41	695	\$ 5,910.78
Silt	1,681	9.83%	\$ 18,560	2,052	\$ 22,570.08	2,225	\$ 20,185.28	1,761	\$ 14,976.82
Rifle	7,189	42.05%	\$ 79,376	5,545	\$ 60,989.82	5,465	\$ 49,578.68	5,924	\$ 50,381.98
Municipal Total	17,096	100.00%	\$ 188,761	17,344	\$ 186,192.20	17,344	\$ 157,345.40	15,859	\$ 134,876.40
Garfield County	4,431			5,798		5,798		5,073	
Grand Total	21,527			23,142		23,142		20,932	
Based on July 2024 - June 2025 Usage				Based on July 2023 - June 2024		Based on July 2022 - June 2023		Based on July 2021 - June 2022	

ATTACHMENT B

2026 TRANSPORTATION BUDGET AND COST METHODOLOGY

Transportation Budget	Annual
Wages	\$ 13,372
Employee Benefits	\$ 6,914
Communication	\$ 100
DHS - Destruction of Records	\$ 5
Office Supplies	\$ 100
Freight, Postage, Delivery	\$ 100
Copy Machine Usage	\$ 60
Total County Expenses	\$ 20,651
RFTA	\$ 857,423
MINUS GWS Paratransit	\$ 30,000
Total RFTA Expenses	\$ 827,423
Total Expenses	\$ 848,074
Less Program Income	\$ 5,500
Less CSBG	\$ 64,000
Total G/P Income	\$ 69,500
Less County Share	\$ 424,037
Total 50% County Share	\$ 424,037
Total Revenue	\$ 493,537
Total Expenses	\$ 848,074
Income less expenses	\$ 354,537
Municipal Budget Share for Distribution	\$ 354,537

2026 Traveler Forecast Service And Cost Data

A	B	C	D	E	F	G
Jurisdiction	Est. One-Way Passenger Trips	Est. Loaded Miles	Est. Loaded Minutes	Est. Fully Allocated Cost	Est. Allocation of County Contribution, Grants & Program Income	Est. Net Responsibility for Each Municipality
Carbondale	180	2,520	5,680	\$ 19,988	\$ 9,524	\$ 10,464
Glenwood Springs	4,090	10,285	60,160	\$ 236,782	\$ 112,821	\$ 123,961
New Castle	800	13,115	33,860	\$ 109,639	\$ 52,240	\$ 57,398
Silt	105	630	1,920	\$ 7,441	\$ 3,545	\$ 3,895
Rifle	5,140	15,635	76,300	\$ 303,364	\$ 144,546	\$ 158,818
Garfield County	1,980	18,060	46,220	\$ 170,860	\$ 170,860	\$ -
Total	12,295	60,245	224,140	\$ 848,074	\$ 493,537	\$ 354,537



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ATTACHMENT C:

**2026 CONGREGATE MEAL, WELL AND WISE, AND TRAVELER
 TRANSPORTATION SERVICE**

COMBINED CONTRIBUTION BREAKDOWN

Jurisdiction	2026			2026 Total Contributions	RFTA Transportation Contribution	2026			2026 Net Adjusted Total
	Nutrition Contribution	Transportation Contribution	Well & Wise Contribution			Nutrition Contribution	Transportation Contribution	Well & Wise Contribution	
Carbondale	\$ 18,306	\$ 10,464	\$ -	\$ 28,770	\$ 10,464	\$ 18,306	\$ -	\$ -	\$ 18,306
Glenwood Springs	\$ 61,157	\$ 123,961	\$ -	\$ 185,118	\$ 123,961	\$ 61,157	\$ -	\$ -	\$ 61,157
New Castle	\$ 11,361	\$ 57,398	\$ -	\$ 68,760	\$ 57,398	\$ 11,361	\$ -	\$ -	\$ 11,361
Silt	\$ 18,560	\$ 3,895	\$ -	\$ 22,456		\$ 18,560	\$ 3,895	\$ -	\$ 22,456
Rifle	\$ 79,376	\$ 158,818	\$ -	\$ 238,194		\$ 79,376	\$ 158,818	\$ -	\$ 238,194
Garfield County	\$ 258,757	\$ 424,037	\$ -	\$ 682,794		\$ 258,757	\$ 424,037	\$ -	\$ 682,794
Totals	\$ 447,518	\$ 778,574	\$ -	\$ 1,226,092	\$ 191,823	\$ 447,518	\$ 586,751	\$ -	\$ 1,034,269



Agenda Item #8.b.

Agenda Item Name:

Consider USDA Rural Business Development Grant for the Rifle Business Incubator Project - Resolution No. 15, Series of 2026

Presenter:

Zach Higgins, Community Development Director

Item Description:

Resolution No. 15, Series of 2026 grants Staff permission to submit a \$100,000 grant request to the USDA Rural Business Development Grant for a Rifle Business Incubator project.

More USDA Rural Business Development Grant program information can be found using the link below:
<https://www.rd.usda.gov/programs-services/business-programs/rural-business-development-grants-10>

Recommended Action:

Move to authorize the submission of grant application to the USDA Rural Business Development Grant Program for the Rifle Business Incubator Project. - Resolution No. 15, Series of 2026

Fiscal Impact:

The grant request is for up to \$100,000 with no cash match required. The City will utilize in-kind work and commitments to make the grant request more attractive.

Operational Impact:

The USDA Rural Business Development Grant request does not include ongoing operational expenses. The grant request includes \$20,000 in design costs and \$80,000 in construction costs to make improvements to the building purchased by RREDC for use by a future Business Incubator Center and the Rifle CoWork. The buildout would likely include rentable private offices, a conference room, retail shelving, and a retail counter.

Prior Board Motions:

The City Council previously approved a grant request to DOLA's REDI Grant Program for the BIC that was unsuccessful.

Background Information:

The Rifle City Council has previously allowed Staff to apply for the DOLA REDI Grant to pursue the creation of a Rifle Business Incubator Center with support from the Grand Junction Business Incubator Center. The City was unsuccessful in receiving funding through the DOLA REDI Grant. Staff and the grant consultant, Sustainable Strategies, has identified the USDA Rural Business Development Grant program as an alternative funding source for the BIC project.

Executive Summary:

Staff is requesting permission to pursue a \$100,000 grant through the USDA Rural Business Development Grant program to make building improvements for a future Rifle Business Incubator Center. The request includes \$20,000 in design fees and \$80,000 in construction costs. The improvements may include rentable private offices, a new conference room, retail shelving, and a retail counter. These improvements to the newly acquired building by RREDC will support both a new BIC and the existing Rifle CoWork which is moving by the end of June 2026.

Notification Requirements:

N/A

Prepared By:

Zach Higgins, Community Development Director

Attachments:

1. Resolution No. 15-USDA RBDG

**CITY OF RIFLE, COLORADO
RESOLUTION NO. 15
SERIES OF 2026**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO,
AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE UNITED STATES
DEPARTMENT OF AGRICULTURE RURAL DEVELOPMENT RURAL BUSINESS
DEVELOPMENT GRANT PROGRAM FOR THE RIFLE BUSINESS INCUBATOR PROJECT

WHEREAS, the City of Rifle, Colorado (“City”) is a Colorado home rule municipality and public body eligible to apply for funding under the United States Department of Agriculture Rural Development Rural Business Development Grant (“RBDG”) Program; and

WHEREAS, the RBDG Program provides funding to support rural business development, economic development, and job creation projects that serve rural areas; and

WHEREAS, the City desires to submit an application for RBDG funding for the Rifle Business Incubator Project (the “Project”), which will support the relocation, establishment, and physical buildout of a business incubator within the Rifle CoWork space in downtown Rifle; and

WHEREAS, the Project is intended to support the launch, growth, stabilization, and long-term success of small and emerging businesses in Rifle; diversify the local economy; create and support locally based job opportunities; strengthen downtown vitality; and increase access to entrepreneurial resources for Rifle residents and businesses; and

WHEREAS, the proposed RBDG-funded scope will focus on physical improvements and related design and construction activities necessary to establish and improve the business incubator space, including, as applicable, design documents, conference room improvements, private office construction or modification, wall modifications, retail shelving, and related equipment or infrastructure to support the incubator and shared co-work operations; and

WHEREAS, the City intends to request up to One Hundred Thousand Dollars (\$100,000) in RBDG funds for the Project; and

WHEREAS, although the RBDG Program does not require a local match as a condition of eligibility, the City intends to document leveraged local funds, including the City’s lease payment for the Rifle CoWork space and any other eligible local contributions identified in the application, to strengthen the application and demonstrate local commitment to the Project; and

WHEREAS, the City will be the applicant and, if awarded, the recipient and administrator of the RBDG funds, and will be responsible for grant administration, procurement, contract management, project oversight, reporting, closeout, and compliance with applicable federal and USDA requirements; and

WHEREAS, the City Council finds that submission of the RBDG application and implementation of the Project, if funded, are in the best interests of the public health, safety, and

welfare of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO, THAT:

1. The above recitals are hereby incorporated as findings by the City of Rifle
2. The City Council hereby authorizes the submission of an application to the United States Department of Agriculture Rural Development Rural Business Development Grant Program for the Rifle Business Incubator Project in an amount up to One Hundred Thousand Dollars (\$100,000).
3. If the grant is awarded, the City Council hereby authorizes the City to accept and administer the RBDG funds for the Project, subject to the terms and conditions of the grant award, USDA Rural Development requirements, applicable federal regulations, and any required grant agreement, financial assistance agreement, letter of conditions, or related award documents.
4. The City Council hereby authorizes the use and documentation of eligible local leveraged funds for the Project, including the City's lease payment for the Rifle CoWork space and any other eligible City contributions identified in the final application or approved grant budget, subject to annual appropriation and applicable law.
5. The City Council hereby authorizes the City Manager, or the City Manager's designee, to act as the City's authorized representative for the RBDG application and award, and to execute and submit all documents necessary or appropriate to apply for, accept, administer, implement, modify, and close out the grant, including but not limited to application materials, certifications, assurances, grant agreements, financial assistance documents, requests for reimbursement, reports, and related correspondence.
6. The City Council authorizes City staff to take all reasonable and necessary actions to comply with applicable USDA Rural Development requirements, federal grant requirements, procurement requirements, reporting obligations, environmental review requirements, nondiscrimination and civil rights requirements, and all other terms and conditions associated with the RBDG Program and any resulting award.

THIS RESOLUTION, was read, passed and adopted by the Rifle City Council at a regular meeting held this 17th day of June, 2026.

CITY OF RIFLE, COLORADO

By: _____
Mayor

ATTEST:

City Clerk



Agenda Item #8.c.

Agenda Item Name:

Consider Agreement with SGM for the Inspection of Rifle Creek Golf Course Bridges

Presenter:

Iris Trevisano, Procurement and Grant Reporting Manager

Item Description:

Recommendation of Bridge Inspections for Rifle Creek Gold Course

Recommended Action:

Move to approve the inspection of the Rifle Creek Golf Course golf cart bridges to SGM in the amount of \$20,000.

Fiscal Impact:

This inspection was not included in the budget, but funds are available to complete the inspection as requested by CIRSA. A supplement may be required depending on final expenditures in the Golf Course Fund.

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

Colorado Intergovernmental Risk Sharing Agency (CIRSA) visited the Rifle Creek Golf Course May 15th for its annual property survey. The audit report noted that the City should have an inspection done by a qualified bridge engineer on the pedestrian/trail bridges. The inspection should assess load-carrying capacity, scour depth, foundation stability, and overall structural integrity.

Executive Summary:

Under **Sec. 4-2-230 — Miscellaneous exemptions**. The City is pursuing SGM for the Bridge Inspection and Load Rating of the four bridges located at the Golf Course. To ensure the continued safety, functionality, and long-term serviceability of these structures, the City has requested that SGM conduct inspections and evaluations in accordance with standard bridge inspection practices. The work will assess the current condition of each bridge, identify any maintenance or safety concerns, develop recommended maintenance priorities, and determine the safe load-carrying capacity of each structure. SGM has extensive experience performing bridge inspections and structural evaluations for the City. Their expertise will allow the City to promptly identify any deficiencies and ensure the bridges remain safe for public use. The city recommends SGM for the inspection of the Rifle Creek Golf Course golf cart bridges to in the amount of \$20,000.

Notification Requirements:

N/A

Prepared By:

Iris Trevisano, Procurement and Grant Reporting Manager

Attachments:

1. SGM Bridge Inspections and Load Ratings SoW
2. SGM Memo Rifle Creek Golf Course Bridge Inspection
3. SGM Inspection Purchase Request

Project Overview

The City of Rifle has requested that SGM perform bridge inspections and load ratings for its pedestrian bridges at the Rifle Creek Golf Course to verify continued safety, functionality, and long-term serviceability. This scope of work outlines the inspection and evaluation services to be completed in accordance with standard bridge inspection procedures. The scope includes:

- Inspection of pedestrian bridge structures to assess current structural condition, identify recommended maintenance actions, and document any potential safety concerns.
- Development of a prioritized maintenance list.
- Load rating of each structure to determine its safe load-carrying capacity.

Scope of Work

Project Management

SGM will coordinate with the City Project Manager to establish the project framework, communication protocols, and identify any public impacts related to field work. From project initiation through completion, the SGM Project Manager will oversee all activities, maintain full team coordination, and provide regular progress updates to the City. SGM is anticipating no meetings other than a follow up call with the City project manager.

Bridge Inspection

The City of Rifle provided the following four bridges to be included in this inspection scope of work. These bridges are listed from North to South based on the information provided by the City:

- Bridge #1
- Bridge #2
- Bridge #3
- Bridge #4

SCOPE OF WORK – City of Rifle Parks and Recreation Rifle Creek Golf Course Pedestrian Bridge Inspections



The scope of work for the inspection is included below:

- Complete a detailed inspection of the bridge to assess the condition of the structural components. Bridge inspection will include an assessment of the condition of the deck, superstructure, substructure, railings, channel (if over water), approaches, and approach retaining walls within 50 feet of the bridge ends.
- Measurements of structural elements will be taken for the office assessment of structural capacity.
- A summary sheet will be developed assessing the condition of each of the components described above. Repair and maintenance recommendations will be provided.
- The bridge typical cross section will be drafted in CAD.

The following assumptions and exclusions were used in developing this scope of work:

- The bridges reviewed for this study will be limited to the structures highlighted above.
- All inspection will be visible and using basic hand tools. No destructive testing will be done.
- Only visible components and those requiring basic access equipment will be inspected. Basic access is assumed to be on foot or with a step ladder (not over water). Non-basic access includes but is not limited to mechanical equipment, scaffolding, ropes, and non-OSHA compliant activities.
- Wading will be restricted to non-moving water at a depth of less than 2 feet.
- All inspection is routine. Routine inspection is defined as that done on foot and with basic access methods and ladders. Inspection using fall protection methods, rope access methods, specialized equipment such as a snooper, bucket truck, lift truck, or hydra platform is not included in this scope.
- Inspection is limited to above ground and visible components.
- No engineering design of repairs for any of the structures investigated.

- All inspection will be visual and measurements necessary to document defects will be taken using basic tools such as tape measures and levels. Non-destructive testing or other types of materials testing are not included in this scope.

Load Rating

We will provide capacity assessments of the bridge described above. Capacity assessments will be developed using the latest edition of the AASHTO Manual for Bridge Evaluation, AASHTO LRFD Guide Specifications for the Design of Pedestrian Bridges, and CDOT Bridge Rating Manual using either the Allowable Stress Rating (ASR), Load Factor Rating (LFR), or Load and Resistance Factor Rating (LRFR) methodology as directed by the relevant codes. We will use the AASHTO BrR Software to rate these bridges. This is the software that CDOT uses to rate all public bridges in the state. In accordance with these manuals, we will provide ratings for the following vehicles:

- Pedestrian (90 pounds per square foot)
- H-5 or H-10 Vehicle Depending on Bridge Width

Assumptions:

- All the above structures are bridges and not culverts. Culvert load rating is different (and occasionally more complicated) than bridge load rating. Culvert load rating is not included in this scope of work.
- Only the vehicles described above will be evaluated.
- Rating factors are based on simplified and standard rating calculation procedures. More refined methods such as FEM, grillage modeling for better rating factors, load testing, etc. are not included in this scope of work. If the load rating doesn't meet expectations for capacity, these methods can be explored but are not included in this scope of work.
- **Analysis of the substructures and foundations is not included.**
- Exclusion-Material testing
- Exclusion-Non-destructive testing
- Exclusion-Repair/strengthening design or recommendations

Schedule

We plan to commence this work as soon as we receive notice to proceed.

Budget

We recommend billing these on a per bridge inspection and per load rating basis:

Item	Unit	Quantity	Unit Price	Extended Cost
Bridge Inspection	EACH	4	\$1,250	\$5,000
Load Rating	EACH	4	\$3,750	\$15,000
Total				\$20,000

Procurement and Grant Reporting

City of Rifle

202 Railroad Avenue, Rifle, CO 8165

970-665-6412

MEMORANDUM



TO: Patrick Waller, City Manager
CC: Austin Rickstrew, Parks and Rec Director
FROM: Iris Trevisano, Procurement and Grant Reporting
DATE: June 17, 2026
SUBJECT: **SGM Inspection of Rifle Creek Golf Course Bridges**

Background

During the Colorado Intergovernmental Risk Sharing Agency (CIRSA) annual property survey conducted at the Rifle Creek Golf Course on May 15, 2026, CIRSA identified the need for a professional evaluation of the pedestrian and trail bridges located on the golf course. The survey report recommended that the City obtain an inspection by a qualified bridge engineer to assess the bridges' load-carrying capacity, scour conditions, foundation stability, and overall structural integrity to ensure their continued safe use.

Procurement

Under **Sec. 4-2-230. - Miscellaneous exemptions. a)** A contract may be awarded for a supply, service or construction item without competition when the Procurement Officer determines in writing that one (1) or more of the following conditions exist: **(4) Although there exists more than one (1) responsible source, a competitive process cannot reasonably be used or, if used, will result in a substantially higher cost to the City, will otherwise injure the City's financial interests or will substantially impede the City's administrative functions or the delivery of services to the public or to provide uniform and economical repair and maintenance.**

SGM is a highly qualified engineering firm with extensive bridge design experience and a proven track record of successful projects for the City. The firm's bridge team was recently selected to design the Park Avenue Bridge and previously provided design services for the Railroad Avenue Bridge joint replacement project. In addition to bridge engineering, SGM has successfully completed numerous street and utility design projects for the City, demonstrating their familiarity with local infrastructure needs and their ability to deliver quality results.

The scope of work will include.

- Inspection of pedestrian bridge structures to assess current structural condition, identify recommended maintenance actions, and document any potential safety concerns.
- Development of a prioritized maintenance list.
- Load rating of each structure to determine its safe load-carrying capacity.

Item	Unit	Quantity	Unit Price	Extended Cost
Bridge Inspection	EACH	4	\$1,250	\$5,000
Load Rating	EACH	4	\$3,750	\$15,000
			Total	\$20,000

Their expertise will allow the City to promptly identify any deficiencies and ensure the bridges remain safe for public use. We recommend the inspection of the Rifle Creek Golf Course golf cart bridges to SGM in the amount of \$20,000

Thank you,

Iris Trevisano
Procurement and Grant Reporting Manger



**CITY OF RIFLE
PURCHASE REQUEST**

1.	Vendor Name	NEW: W-9 attached <input type="checkbox"/>

2.	Vendor Address

3.	For the Purchase of (description)

4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.

5.	Dept. Name	General Ledger Acct #

6.	Type of Purchase
Capital Construction	
Capital Construction – Change Order	
Capital Equipment	
Plant Equipment	
Materials, supplies, non-profession/technical services (includes computer/software maint.)	
Professional Services	
Utilities (includes equipment installation and ongoing contracts)	
Land, easements, ROW	

7.	Purchasing Process Required (Rifle Municipal Code sections for guidance)		
		Cooperative Purchasing:	Sec 4-3-50
		Emergency Procurement	Sec. 4-3-235
		Small Purchases	Sec. 4-3-225
		Request for Proposal:	Sec. 4-3-220(b) (attach bid tab)
		Competitive Sealed Bid:	Sec.4-3-215 (attach bid tab & advertisement)
		Miscellaneous Exemptions	Sec. 4-2-230 (attach memo)

8.	Authorization Required
City Manager	
City Council	

9.	Signatures			
		Position	Signature	Date
		Department Director		
		City Manager		
		City Council Approval (meeting date)		

10.	Purchase Order # assigned by Finance
------------	---

Please send PO to Iris Trevisano

TABLE 1 - IS A PURCHASE ORDER NECESSARY

<u>Amount of Purchase</u>	<u>Is Purchase Order Needed</u>	<u>Method of Source Selection</u>
\$0.01 - \$10,000	No – Dept Head Approval	No special sourcing
\$10,000.01 - \$25,000	Yes – City Manager Approval	Yes – see table 2 below
\$25,000.01 or Greater	Yes – Council Approval	Yes – see table 2 below

TABLE 2 - METHODS OF SOURCE SELECTION

<u>Methods of source selection</u>	<u>Contract limits</u>
Competitive sealed bidding	Greater than \$50,000.00
Competitive sealed proposals	Greater than \$10,000.00 and less than \$50,000.00.
**Greater than \$50,000 allowed for Construction Manager/General Contractor proposals, or similar type proposal.	
Small purchases	Less than \$10,000.00 - DEPARTMENT HEAD DISCRETION

TABLE 3 - LOCAL VENDOR PREFERENCE

Contract Amount	Primary Preference In City Limits	Secondary Preference In County Out of City
Less than \$1,000	10% discount	5% discount
\$1,001 to \$5,000	8% discount	4% discount
\$5,001 to \$25,000	6% discount	3% discount
\$25,001 to \$100,000	5% discount	2% discount
\$100,000 to \$200,000	4% discount	2.5% discount
\$200,001 to \$500,000	3% discount	1.5% discount
\$500,000 or greater	2% discount	1% discount



Agenda Item #8.d.

Agenda Item Name:

Rifle Regional Economic Development Corporation (RREDC) Board Appointment

Presenter:

Patrick Waller, City Manager

Item Description:

Discussion on Rifle Regional Economic Development Corporation (RREDC) Board Appointment

Recommended Action:

Move to approve ***** to serve on the Rifle Regional Economic Development Corporation (RREDC) Board.

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

The Rifle Regional Economic Development Corporation (RREDC) has expanded their board to 5 members and reached out to the City of Rifle to see if Council is interested in filling one of the board seats. RREDC historically has been involved in economic development within Rifle, with involvement in the Brendan Theater parcel and the City Market gas station. More recently, the RREDC has purchased the building at the corner of Railroad and 3rd in order to relocate the Co-Work.

Notification Requirements:

No additional notice required.

Prepared By:

Patrick Waller, City Manager

Attachments:

None



Agenda Item #8.e.

Agenda Item Name:

Consider Approval of Appointment of Thomas Klein as Chief of Police

Presenter:

Patrick Waller, City Manager

Item Description:

City Manager Recommendation

Recommended Action:

Move to approve Thomas Klein as City of Rifle Chief of Police

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

In April, the City of Rifle initiated a search for the next Police Chief. 16 applicants applied for the position and Staff identified two finalist candidates. These finalists were invited to participate in a two-day public process that included a City Tours, a Police Department Staff Meet and Greet, a Public Open House, a Staff Panel interview, and a Council Panel interview that included a presentation.

The hiring authority for the Chief of Police position is identified in the Rifle Municipal Code. Pursuant to Article V, Section 2-5-30 of the Code, "The City Manager upon approval of the City Council, shall appoint a Chief of Police who shall be the head of the Police Department."

After thorough review and consideration, with significant input from Staff, Council, and the Public, I am recommending that Thomas Klein be appointed as the next Rifle Chief of Police. I believe that he is an excellent fit as the next Rifle Police Chief. I have included Mr. Klein's bio as an attachment to this item.

Notification Requirements:

No additional notice required.

Prepared By:

Patrick Waller, City Manager

Attachments:

1. Tommy Klein FULL Bio FINAL

Thomas A. Klein, Jr. is a veteran law enforcement executive with more than 30 years of experience in public safety and municipal leadership. He served as Chief of Police for the City of Rifle from 2017 to 2021 and as City Manager from 2021 to 2024, where he oversaw approximately 100 employees, managed a \$45.7 million budget, and facilitated key organizational and infrastructure initiatives. During his time with the City of Rifle, Klein served as Co-Chair of the Two Rivers Drug Enforcement Team Board, Vice President of the Board of Directors for Advocate Safehouse Project, and a board member of the City of Rifle Community Foundation.

Klein served 24 years with the Raleigh Police Department, where he was assigned to patrol and investigative positions. He served as a detective on drug and vice teams and in the homicide unit before retiring as a District Captain, overseeing one of the city's largest patrol districts. During his tenure, he played a significant role in intelligence-led policing, including more than a decade of assignments in specialized units. He served as Detective Sergeant in the Threat Assessment Unit from 2004 to 2008 and as Detective Sergeant, and later Lieutenant, within the Raleigh Intelligence Center from 2009 to 2011, where he supervised crime analysis and intelligence units responsible for threat assessment, gang intelligence, and technical support operations.

His work included collaboration with federal partners such as the FBI Joint Terrorism Task Force, U.S. Secret Service, and U.S. Capitol Police, focusing on threat investigations, intelligence analysis, and protection of public officials. Klein also supervised a domestic violence unit and served as an instructor in drug investigations and human trafficking at the Raleigh Police Academy.

Klein is the recipient of the Raleigh Police Department Distinguished Service Award. He is also a graduate of the Administrative Officers Management Program at North Carolina State University and holds an Advanced Criminal Justice Certificate. Klein graduated magna cum laude from North Carolina State University with a bachelor's degree in Sociology, with a concentration in Criminal Justice.

Throughout his career, Klein has emphasized community engagement and relationship-building, officer development, and data-driven strategies, bringing a collaborative leadership style to each organization he has served.



Agenda Item #9.a.

Agenda Item Name:

Report to City Manager

Presenter:

Patrick Waller, City Manager

Item Description:

Staff report on notable tasks completed within the individual departments.

Recommended Action:

No action necessary

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

None

Executive Summary:

Work Report to City Manager as of 06/12/2026.

Notification Requirements:

None

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. 06.17.2026 Report to City Manager
2. Engineering Director Report 6.11.26
3. CoR Grant updates Q1 2026
4. Community Development Director_Update_Memo_06_17_2026
5. 202605 IT Executive Summary Report for City Manager-City of Rifle
6. 202605 IT Ticket Review for City Manager Report-City of Rifle

WORK REPORT TO CITY MANAGER

06.17.2026

COURT

- The court handled 63 adult cases and 09 juvenile cases on the June 3 court date. We also handled 04 inmates in custody. It was also the first time we utilized Associate Judge Monica Groom. Judge Zerbi is up near the Arctic Circle searching for elusive birds! She did quite well and the day went smoothly. Judge Zerbi will be back by the next court date.
- We will be scheduling a meeting with the sheriff to discuss how we are going to handle in-custody individuals in light of the new requirement that all hearings be broadcast live. IT is working to establish the courtroom as a Zoom room to facilitate this process.

COMMUNITY ACCESS TV & MULTIMEDIA

Recently Published Video Programming: (found on all RifleTV+ video players)

- Rifle Planning & Zoning Commission • May 26, 2026
- Re-2 School Board of Education • May 27, 2026
- N.U.T.S. Patio Music Series: "Rodrigo" at the Ute • May 28, 2026
- Full Throttle Dance Company • Dance Spectacular • Show #1 • May 29, 2026
- Full Throttle Dance Company • Dance Spectacular • Show #2 • May 29, 2026
- Full Throttle Dance Company • Dance Spectacular • Show #3 • May 31, 2026
- Full Throttle Dance Company • Dance Spectacular • Show #4 • May 31, 2026
- GarCo Sheriff Candidate Forum • hosted by the CRV Chamber at the Ute • Jun 3, 2026
- Rifle City Council • Jun 3, 2026
- Rifle Heritage Day Fashion Show at The Ute • Jun 6, 2026
- Rifle Parks & Recreation Advisory Board • Jun 8, 2026

Upcoming LIVE Video Broadcast/Streams:

(via: Cable, RifleTV+, Facebook, or Zoom)

- Rifle City Council • Jun 17, 2026
- Re-2 School Board of Education • Jun 24, 2026
- Rifle Planning & Zoning Commission • Jun 30, 2026
- Rifle City Council • Jul 1, 2026

SENIOR CENTER

- June 6th was our annual 5k run 2K walk. We had around 45 participants raising money for our 501c3.
- Councilor Gresley attended lunch and handed out fliers for the PATS transportation and explained how to set up the app and schedule rides. Seniors seem to be interested in having an alternative form of transportation.

UTE THEATER AND EVENT CENTER

- The Ute Theater will be slowing down on bookings over the next month or so due to so many free concerts in the valley. This time will be used for maintenance, organization, and upkeep of the building.
- NUTS will be hosting their annual kid's theater camp the week of July 20th performing Rapunzel.

CITY CLERK

- Held Evacuation Plan Committee Meeting on May 20th and June 10th
- Held Surprise City Hall Evacuation Drill on June 3rd
- Held Fire Extinguisher Training on June 3rd for City Hall Staff
 - Sarah is working with Orrin to get the rest of the departments scheduled
- Completed CIRSA's Annual Loss Control Audit- May 15th
- Processed Liquor License Renewals
 - Western Slope Chicken, LLC dba Wingchesters
 - Plaza Liquors, LLC dba Plaza Liquors
 - RCG Rifle, LLC dba Rib City Grill
- Approved Special Event Permits
 - BPOE Elk's Lodge #2195 - 4th Annual Golf Tournament Awards Ceremony: July 4th
 - PEO Sisterhood Int. - Rifle Farmers Market: Summer Long Event
- Reviewing Special Event Permits
 - Garfield County Fair - Rifle Elk's Lodge
- Published Public Notices
 - #3 for Community Events Council are invited to
 - #4 for Ordinances (1st & 2nd Reading) approved in May & June so far
- CORA Requests Reviewed & Processed
 - # 6 in May and #4 in June so far
- Completed the Annual Renewal with CIRSA - Property & Casualty Insurance



Engineering Director Report

Date: June 11, 2026

Executive Summary

Projects continue to advance across the City, with several major construction and infrastructure initiatives meeting key milestones. The Park Avenue Bridge project remains on schedule, with stormwater, water infrastructure, and bridge substructure work complete. Upcoming activities include utility installations, bridge deck construction, and paving operations, with coordination of Xcel Energy work remaining the primary schedule risk. Birch Park Improvements are nearing completion, with final landscaping and paving activities remaining, while the Transmission Line and Corridor Improvements project continues through the summer construction season with work focused on 16th Street.

Several significant infrastructure projects are progressing through planning and design phases. Construction on the Whiteriver Avenue Improvements (9th Street to 16th Street) is scheduled to begin June 14 following completion of pre-construction coordination and community outreach. The 2026 Water System Improvements project is advancing through easement surveying and bid document preparation, while design work continues on the Northeast Water Tank and Railroad Avenue Improvement projects. Traffic impact standards have been finalized, and long-term coordination with Xcel Energy is underway to align future gas replacement projects with City capital improvements.

From a financial and operational standpoint, additional funding was secured for the Park Avenue Bridge project. Staff resources remain heavily engaged in project management, inspection, development review, and budget coordination efforts. Initial 2027 budget development is expected to be completed in June, and updated development cost analyses are being incorporated into the Comprehensive Plan to support sustainable growth. Key priorities for the coming months include completing bid processes for 2026 infrastructure projects, advancing major construction milestones, integrating the 2026 street maintenance program into the 2027 budget, and updating the Public Works Manual.

Major Projects Update

Project: Park Avenue Bridge

- **Status:** On Track
- **Recent Progress:**
 - Storm and Water are Complete
 - The bridge substructure is complete

- **Schedule:**
 - Gas and electrical will be installed along with curb, gutter and sidewalk to prepare for paving
- **Next Steps:**
 - Gas and electrical, bridge deck
 - Pave bottom mat of asphalt on 3rd Street
- **Issues/Risks:**
 - Ensuring Xcel work is completed on schedule

Project: Transmission Line & Corridor Improvements

- **Status:** In Progress
- **Recent Progress:**
 - Roadway activities are ongoing
- **Next Steps:**
 - Complete 16th Street
- **Schedule:**
 - Corridor work expected to continue through the summer

Project: Birch Park Improvements

- **Status:** On Track
- **Recent Progress:**
 - Major Amenities are complete
- **Next Steps:**
 - Seed, sod, paving

Project: Whiteriver 9th to 16th

- **Status:** Beginning 6/14/26
- **Recent Progress:**
 - Pre-construction held
 - Open house held for impacted residents
- **Next Steps:**
 - Commencement of work

Project: 2026 Water System Improvements

- **Status:** compiling bid documents
- **Schedule:**
 - Surveying easements in South Rifle
 - Bid Documents being compiled
- **Locations:**
 - 5th Street, 4th Street, Prefontaine, CR 320

Project: Northeast Water Tank

- **Status:** Design Phase
- **Recent Progress:**
 - Design has begun/60% plans expected this month

Project: Railroad Avenue (9th Street to Bypass)

- **Status:** Design Phase
 - **Recent Progress:**
 - Traffic Study data has been gathered
 - SUE survey complete
 - Geotechnical recommendations complete
-

Development & Permitting Activity

- Xcel Gas replacement projects are being scheduled over the next several years in coordination with City projects
 - Traffic Impact Standards are completed
-

Budget & Financial Overview

- Additional funding was received for the Park Avenue Bridge Project
-

Staffing & Resources

- Project coordination and inspection is non-stop
 - High level coordination with budget, developments and code are happening concurrently
 - First iterations of budget are planned to complete in June
 - Financial calculations for costs of development have been completed and are expected to be integrated into the upcoming comp plan to ensure sustainable growth
-

Upcoming Priorities

- Complete bidding process for 2026 Water System Improvements, 2026 Crack Seal,
 - Advance Park Avenue Bridge construction milestones
 - Continue corridor improvements on Graham Mesa and 16th Street throughout summer construction season
 - Integrate 2026 street maintenance plan into 2027 budget
 - Begin updates on general conditions of Public Works Manual
-

Procurement and Grant Reporting

City of Rifle

202 Railroad Avenue, Rifle, CO 8165

970-665-6412



MEMORANDUM

TO: Patrick Waller, City Manager

CC: Craig Spaulding, City Engineer, Zach Higgins, Community Development Director, Jared Emmert, Utilities Director

FROM: Iris Trevisano, Procurement and Grant Reporting

DATE: June 3, 2026

SUBJECT: **2026 Grant Applications Update**

Background

During Quarter 1 of 2026 we applied for the following grants

- **\$150,000** — **DOLA Rural Economic Development Initiative:** Applied for the Rifle Business Incubator.
- **\$1,000,000** — **DOLA EIAF:** Applied for the Lift Station.
- **\$1,000,000** — **Garfield County FMLD:** Applied for Whiteriver Ave from 9th to 16th streets.
- **\$30,000** — **Garfield County FMLD:** Applied for Detective Vehicle
- **\$20,000** — **AARP Community Challenge Grant Program:** Applied for pedestrian crossings on 16th street.
- **\$3,000,000 with a \$1,527,823 local match** — **FY2027 Congressionally Directed Spending:** 30th street bridge and sidewalks from 24th to 26th Streets
- **\$645,516** — **FY2027 Congressionally Directed Spending:** Police Department mobile barrier trailer and corresponding vehicle
- **\$500,000**— **DOLA-Strong Communities Supplemental Awards**
- **\$50,000- DOLA-** Local Planning Capacity Amendment Incentive Funding

Awarded

As of May 29, 2026, we have been awarded the following grants

GRANTOR	PROJECT	REQUESTED	AWARDED
DOLA EIAF	South Sewer Lift Station Replacement	\$1,000,000	\$500,000
GARFIELD COUNTY FMLD	Whiteriver Ave	\$1,000,000	\$400,000
GARFIELD COUNTY FMLD	Detective Vehicle	\$30,000	\$30,000
DOLA STRONG COMMUNITIES' SUPPLEMENTAL AWARDS	Park Ave. Ph 2& Ph 3	\$500,000	\$480,500

DOLA- LOCAL PLANNING CAPACITY AMENDMENT INCENTIVE FUNDING	Resilient Land Use and Development		\$50,000
COLORADO ENERGY OFFICE ACCELERATOR	ADU Supportive Jurisdiction	\$263,625	\$162,500
	Total		\$1,623,000

No Award/CDS

After a successful round of applications, we also received notice that we were not awarded the following

- **\$150,000** — [DOLA Rural Economic Development Initiative](#): Applied for the Rifle Business Incubator.
- **\$20,000** — [AARP Community Challenge Grant Program](#): Applied for pedestrian crossings on 16th street.

Congressionally Directed Spending FY2027- We submitted two projects to Congressman Hurd, Senator Bennet and Senator Hickenlooper’s offices

- **\$3,000,000 with a \$1,527,823 local match** — 30th street bridge and sidewalks from 24th to 26th Streets
- **\$645,516** — Police Department mobile barrier trailer and corresponding vehicle

Congressman Hurd’s office did not proceed with either request.

The Senators office did not request our transportation project for funding in this appropriations round, but they requested our Rifle’s Mobile Barriers Deployment Project at a reduced amount of **\$369,000**

Thank you to our grantors! We are incredibly grateful for your time in reviewing our applications and for awarding us **\$1,623,000** in the 2026 fiscal year. Your partnership allows us to complete essential city projects and build a better community together.

Iris Trevisano
Procurement and Grant Reporting Manger

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



MEMORANDUM

TO: City of Rifle City Council
FROM: Zach Higgins, Community Development Director
DATE: June 17, 2026
SUBJECT: Director Update

Community Development Department, May – 2026 Update

- Housing Action Plan – The Local Planning and Capacity Grant has been amended through DOLA to increase our \$200,000 grant to include an additional \$50,000 to complete the City’s Housing Action Plan. The HAP would be completed from Fall 2026 through Fall 2027.
- Comprehensive Plan Reconfirmation and Land Use and Development Code Update – City Council and Planning Commission had their first joint workshop on 02/18/2026. The second joint workshop was originally scheduled for June 10th, 2026 to discuss results of a community survey and Rifle HS survey but will be rescheduled due to unforeseen circumstances. Stakeholder engagement efforts are ongoing through June/July. The design team members were in Rifle March 17-18 and have provided Staff with a draft context survey for the neighborhoods. The Highschool Survey is closed and data analyzed. The Community Survey input is largely complete but will be open through the Hispanic Stakeholder engagement in partnership with the Rifle Library on June 20th. The survey can be taken at www.RootedinRifle.com or <https://survey.alchemer.com/s3/8829518/City-of-Rifle-Plan-Reconfirmation-Survey-English>
- Building Division – The team continues to evaluate processes and make improvements where possible.
- GRIT – The Department has chosen a new team member to fill the Economic Opportunity Specialist starting in the position on June 22nd. GRIT Board has formally updated the Façade Grant Program with the intention of making it more clear and more attractive to local businesses. The GRIT Board would also like to release an RFP in the near future for a monument sign that could serve as a community calendar near the elk on Hwy 13 between Whiteriver and Railroad.
- Events – Barks, Brews, and BBQ was successful and saw similar attendance as 2025. Third Thursdays kick off on June 18th. Staff has been working with Align Multimedia to enhance our marketing efforts for these events and will be highlighting the events both before and after the occurrences.
- Rifle CoWork is planning to move to the Whitt and Co space at 3rd and Railroad by the end of June following the formal purchase of the building by the RREDC.
 - Kari Slappey, RREDC/CoWork’s employee and GRIT Board Chair is leaving employment and resigning her GRIT appointment at the end of June.

Attached – Building Permit Data (May, 2026)
Align Multimedia - April Reporting

CITY OF RIFLE BUILDING PERMIT REPORT

May 2026

Summary (see note 1)	Total No. of Permits	Total Units **New SFD & New MFD	*New SFD Units (is not part of total permit amount)	*New MFD Units (is not part of total permit amount)	New Commercial	Other	Valuation	Use Tax Collected	Building Permit Fees	Plan Review Fees	Offsite Street Impact Fees	Parkland Dedication Fees	Sewer System Improvement Fees	Water System Improvement Fees
May-26	32	3	3	0	2	27	\$ 1,558,522.70	\$ 29,536.10	\$ 13,744.49	\$ 23,844.23	\$ 12,667.28	\$ 4,120.36	\$ 33,380.27	\$ 33,887.74
Year to Date	150	3	3	2	2	132	\$ 7,102,656.25	\$ 118,051.13	\$ 50,519.81	\$ 47,754.43	\$ 56,176.54	\$ 32,722.88	\$ 132,054.73	\$ 124,350.52
May-25	21	5	5	0	0	16	\$ 1,868,409.31	\$ 26,919.12	\$ 9,841.12	\$ 4,602.09	\$ 15,391.10	\$ 12,001.08	\$ 29,166.87	\$ 29,596.47
Year to date 2025	127	25	25	0	2	87	\$ 20,054,433.65	\$ 231,352.48	\$ 104,226.71	\$ 57,697.05	\$ 88,990.56	\$ 66,116.22	\$ 146,705.95	\$ 142,264.66
End of Year 2025	298	27	22	5	5	268	\$ 29,248,627.53	\$ 421,727.12	\$ 184,531.25	\$ 109,716.51	\$ 187,839.27	\$ 205,444.61	\$ 248,504.89	\$ 232,706.56

Permit No	Parcel No	Issued Date	Address	Applicant	Zone	Permit Type	MF #Units	Valuation	Use Tax	Building Permit Fees	Plan Review Fees	Offsite Street Impact Fees	Parkland Dedication Fees	Sewer System Improvement Fees	Water System Improvement Fees
BLD-2026-176	217710204001	5/4/26	1219 SAGE CT	Fernando Gomez	LDRPUD	Re-Roof		\$ 13,000.00	\$ 276.25	\$ 50.00					
BLD-2026-182	217715407038	5/5/2026	2136 AIRPORT RD	Rich Grange	LIPUD	Remodel		\$ 15,000.00	\$ 318.75	\$ 251.25	\$ 163.31				
BLD-2026-161	217704317011	5/5/2026	1025 W 24TH ST 7 UNITS	Douglas Anderson	MDRPUD	Deck		\$ 75,000.00	\$ 1,593.00	\$ 350.00	\$ 209.25				
BLD-2026-179	217710206004	5/5/2026	1401 E SPRUCE CT	Big Dog Renewable Energy	LDRPUD	Solar		\$ 13,000.00	\$ 276.25	\$ 50.00					
BLD-2026-164	217715407036	5/7/2026	2102 AIRPORT RD	Leslie Smith	LIPUD	HVAC		\$ 4,917.00	\$ 104.49	\$ 25.00					
BLD-2026-163	217709120012	5/8/2026	993 E 17TH ST	JBS Construction (Jeb Savage)	MDR	New Residential		\$ 430,274.00	\$ 9,143.32	\$ 2,843.28	\$ 1,848.13	\$ 4,617.33	\$ 4,120.36	\$ 6,754.75	\$ 6,857.44
BLD-2026-180	217710209053	5/8/2026	1958 BIRCH AVE	Big Dog Renewable Energy	LDR	Solar		\$ 25,000.00	\$ 341.25	\$ 50.00					
BLD-2026-185	217710310001	5/8/2026	1502 E 12TH ST	Big Dog Renewable Energy	LDR	Solar		\$ 26,000.00	\$ 450.00	\$ 50.00					
BLD-2026-184	217710309020	5/8/2026	1505 E 12TH ST	Big Dog Renewable Energy	LDR	Solar		\$ 16,500.00	\$ 350.63	\$ 50.00					
BLD-2026-183	217716419006	5/8/2026	820 MEGAN AVE	U.S. Forced Air Company Inc.	CS	HVAC		\$ 46,022.00	\$ 977.97	\$ 628.57	\$ 367.32				
BLD-2026-162	217704300007	5/11/2026	200 W 20TH ST D17	Katherine Mahovsky	MDR	New Modular		\$ 137,700.00	\$ -	\$ 1,204.87	\$ 283.17			\$ 6,754.75	\$ 6,857.44
BLD-2026-137	217721120010	5/11/2026	513 LAST CHANCE DR	Brian's Epic Adventures Inc.	CS	New Single Family		\$ 183,000.00	\$ 3,888.75	\$ 1,450.55	\$ 448.06	\$ 6,995.95		\$ 6,754.75	\$ 6,857.44
BLD-2026-193	217716217003	5/13/2026	201 WEST AVE	PETERSON, TAMARA & ERIC	CBD	Re-Roof		\$ 10,000.00	\$ 50.00	\$ 212.50					
BLD-2026-196	217709431001	5/14/2026	797 Buckeye Ct	A-1 Heating & Cooling Inc. (Cody Church)	LDR	HVAC		\$ 14,681.00	\$ 311.97	\$ 50.00					
BLD-2026-194	217708409041	5/14/2026	825 WAMSLEY WAY	Renewal by Andersen (Carrie McKellip)	LDRPUD	Replacement Windows/Doors		\$ 50,422.00	\$ 646.70	\$ 1,071.47					
BLD-2026-201	217709426003	5/14/2026	551 JARRAD AVE	David Peterson	LDR	Re Roof		\$ 19,700.00	\$ 418.63	\$ 50.00					
BLD-2026-192	217709431031	5/14/2026	749 CACTUS CT	Miguel Torres	LDR	Re-Roof		\$ 10,000.00	\$ 212.50	\$ 50.00					
BLD-2026-202	217710203003	5/15/2026	1372 FIRETHORN DR	GreenPoint Roofing (Lisa Trujillo)	LDRPUD	Re-Roof		\$ 7,050.00	\$ 149.81	\$ 50.00					
BLD-2026-177	217709427004	5/11/2026	500 Jarrad Ave	Gray Mountain Roofing (Rocky Gray)	LDR	Re-Roof		\$ 35,000.00	\$ 743.75	\$ 50.00					
BLD-2026-169	217704331005	5/14/2026	1010-1016 W 24TH ST	Valleywide Fence and Deck (Ashley Thompson)	LDR	Fence		\$ 35,000.00	\$ 743.75	\$ 492.25	\$ 319.96				
BLD-2026-195	217709430004	5/13/2026	560 ASPEN AVE	DaBella Exteriors, LLC (Jarod Stone)	LDR	Re-Roof		\$ 10,879.00	\$ 231.18	\$ 50.00					
BLD-2026-207	217709300039	5/19/2026	635 PARK AVE	Matt Farrar	MDRX	Re-Model		\$ 750.70	\$ 250.70	\$ 500.00					
BLD-2025-052	217721119014	5/19/2026	567 LAST CHANCE	MARTINEZ & SHOULTS HOLDINGS LLC	CS	New Commercial Warehouse		\$ 150,000.00	\$ 3,187.50	\$ 1,273.75	\$ 9,750.00	\$ 527.00	\$ 6,558.01	\$ 6,657.71	
BLD-2025-051	217721119014	5/19/2026	573 LAST CHANCE DR	MARTINEZ & SHOULTS HOLDINGS LLC	CS	New Commercial Warehouse		\$ 150,000.00	\$ 3,187.50	\$ 1,273.75	\$ 9,750.00	\$ 527.00	\$ 6,558.01	\$ 6,657.71	
BLD-2026-208	217704431001	5/22/2026	1944 ACACIA AVE	Renewal by Andersen (Carrie McKellip)	MDR	Replacement Windows/Doors		\$ 6,890.00	\$ 148.41	\$ 137.71					
BLD-2026-209	217704203036	5/22/2026	739 W 30TH ST	Mile high city roofing (Eric RUIZ)	LDR	Re Roof		\$ 7,000.00	\$ 148.75	\$ 50.00					
BLD-2026-088	217709419006	5/22/2026	341 E 7TH ST	ESTRADA, NIDIA M	LDR	Addition		\$ 35,000.00	\$ 743.75	\$ 812.22					
BLD-2026-198	217709300061	5/26/2026	740 EAST AVE	DaBella Exteriors, LLC (Jarod Stone)	LDR	Replacement Windows/Doors		\$ 7,098.00	\$ 150.83	\$ 140.62					
BLD-2026-200	217704313017	5/24/2026	2612 Howard Ave	Erika Cruzde perez	LDR	Remodel		\$ 6,735.00	\$ 143.12	\$ 135.54	\$ 88.10				
BLD-2026-210	217704300007	5/26/2026	200 W 20TH ST D12	Francisco Corral	LDR	Deck Remodel		\$ 1,500.00	\$ 31.88	\$ 50.00					
BLD-2026-206	217716104005	5/26/2026	328 CLARKSON AVE	DaBella Exteriors, LLC (Jarod Stone)	LDR	Replacement Windows/Doors		\$ 9,904.00	\$ 210.46	\$ 179.91	\$ 116.93				
BLD-2026-214	217704300007	5/29/2026	200 W 20TH ST E12	Clayton Homes (Shawn Ruse)	LDR	New Modular Deposit		\$ 500.00		\$ 500.00					
BLD-2026-216	217709431036	5/29/2026	780 CACTUS CT	Scott Busse	LDR	Window Replacement		\$ 5,000.00	\$ 106.25	\$ 111.25					

Total = \$ 1,558,522.70 \$ 29,536.10 \$ 13,744.49 \$ 23,844.23 \$ 12,667.28 \$ 4,120.36 \$ 33,380.27 \$ 33,887.74

NOTES:

PERIOD:

April 2026



Approved Report

Live Data

APPROVED REPORT

THE MONTH IN ONE PARAGRAPH

The City of Rifle reached just over 3,000 people across the website, Facebook, and Instagram in April 2026, with Facebook accounting for the largest share at 1,490 people reached. The website itself welcomed 972 users across 1,104 visits, giving the City a solid base of return interest alongside the social channels. Of the total audience touched this month, 11.1% sits inside the Rifle metro area, up one point from March - small movement, but moving in the right direction. The takeaway: total reach is healthy, and the share of that reach made up of actual Rifle residents continues to inch upward. This serves as a good baseline given the timing following shortly after an event (Barks, Brews, & BBQ).

01 Visitrifle.Com — Website Traffic

TOTAL VISITS	UNIQUE VISITORS	AVG. TIME ON SITE	PAGES PER VISIT
1,104	972	1:26	1.7

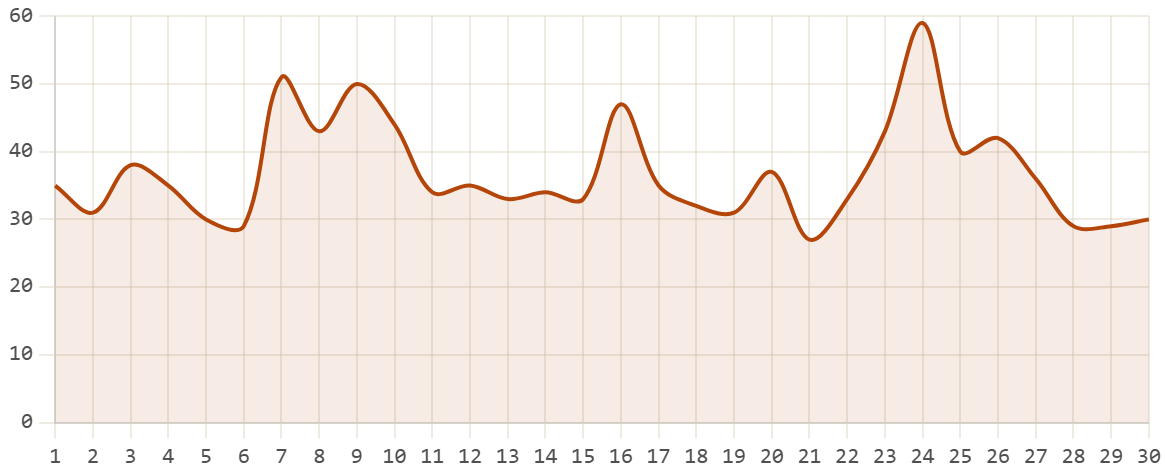
WEBSITE TRAFFIC COMMENTARY

This month, the GRIT site welcomes 1,104 sessions from 972 unique visitors, with an average visit lasting 1 minute 26 seconds and people viewing 1.7 pages per visit. A bounce rate of 57.5 percent means just over half of visitors leave after seeing only one page. Taken together, the numbers suggest most people are arriving with a specific question in mind, finding what they need on one or two pages, and moving on - which is typical for a program-information site rather than a sign of disinterest. On the source side, organic search drives 47.5 percent of traffic and direct visits account for another 41.8 percent. That near-even split is worth paying attention to: search tells us new people are discovering GRIT through Google, while direct traffic

suggests a steady base of returning visitors who know the site by name or have it bookmarked. Referral traffic comes in at 8.2 percent and social at just 2.1 percent, meaning outside websites and social platforms are playing only a small role in bringing people in right now.

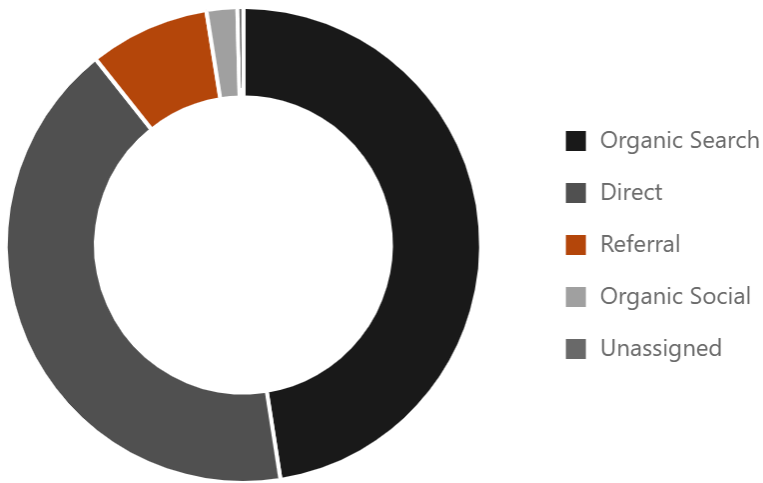
Daily Visits

Sessions per day



Traffic Sources

Where visitors arrived from



Where Website Visitors Are Located

Top 10 cities by sessions · Rifle highlighted

01	Denver · CO	31.9%
02	Englewood · CO	14.8%

03	Phoenix · AZ	12.0%
04	Rifle · CO	11.1%
05	Glenwood Springs · CO	4.2%
06	Boulder · CO	2.8%
07	Grand Junction · CO	2.8%
08	Battlement Mesa · CO	2.3%
09	Los Angeles · CA	2.3%
10	Minneapolis · MN	2.1%

LOCATION INSIGHTS

Rifle accounts for 11.1 percent of website visitors this month, landing in fourth place behind Denver (31.9 percent), Englewood (14.8 percent), and Phoenix (12 percent). That puts the local audience smaller than the Front Range share, which is worth noting since GRIT content is built primarily for people in and around Rifle. Phoenix showing up third is the unexpected entry in the top 10, along with smaller but notable traffic from Los Angeles and Minneapolis, suggesting some out-of-state interest worth watching in the months ahead. *Note, a portion of traffic labeled as Denver / Phoenix is likely local users, pinging IP addresses from those locations.

02 Social Media Performance

Facebook

Instagram

TikTok

REACH

1,490

Unique people who saw a post

ENGAGEMENT

74

Likes, comments, shares, clicks

TOTAL FOLLOWERS

6,195

+16 new this month

ENGAGEMENT RATE

5.0%

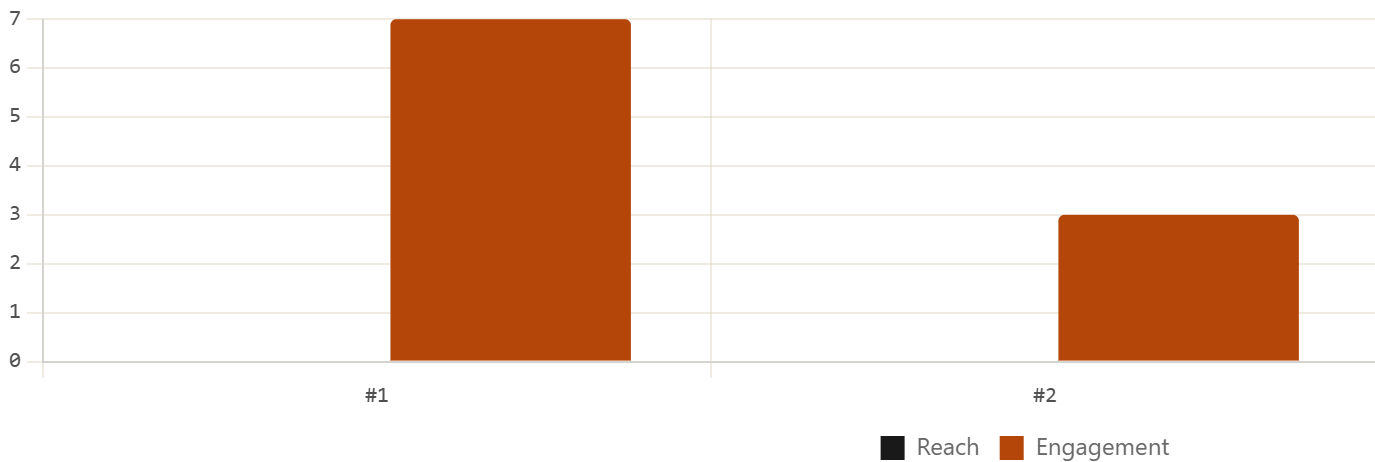
Engagement ÷ Reach

FACEBOOK COMMENTARY

Facebook reached 1,490 people this month and brought in 74 interactions, putting the engagement rate at 5 percent. For a municipal account, anything above 3 percent is considered strong, so this is a healthy result and tells us that the people seeing these posts are actually responding to them rather than scrolling past. The page also added 16 new followers, bringing the total to 6,198. The top three posts all center on the upcoming Barks, Brews and BBQ event at Deerfield Park, with two of them featuring Indigo as part of a Dog of the Week countdown. That pattern suggests a clear path forward: event-driven posts with a friendly, specific hook, like a featured dog, pull more interaction than general announcements, and we should keep building campaigns around that format.

Top Post Performance

Reach and engagement by post



Top Performing Posts

Ranked by total engagement

1	Saturday, May 16, 2026 from 1:00 – 4:00 PM at Deerfield Park, 300 E 30th Street, Rifle CO. Come on out to Barks, Brews...	0 reach	7 engagement
2	🐾 Dog of the Week Countdown starts now! Meet Indigo, one of the adorable reasons we’re gathering for Barks, Brews & BBQ...	0 reach	3 engagement
3	🐾 Dog of the Week Countdown starts now! Meet Indigo, one of the adorable reasons we’re gathering for Barks, Brews & BB...	0 reach	2 engagement

03 Local Vs. Regional Audience Mix

RIFLE METRO SHARE

11.1%

↑ 1pt vs. last month

Of total audience across all channels

GARFIELD COUNTY

15.3%

↑ 0.8pt vs. last month

Rifle + Glenwood + Silt + New Castle + Parachute

WESTERN SLOPE

18.1%

↑ 1.1pt vs. last month

OUT-OF-STATE

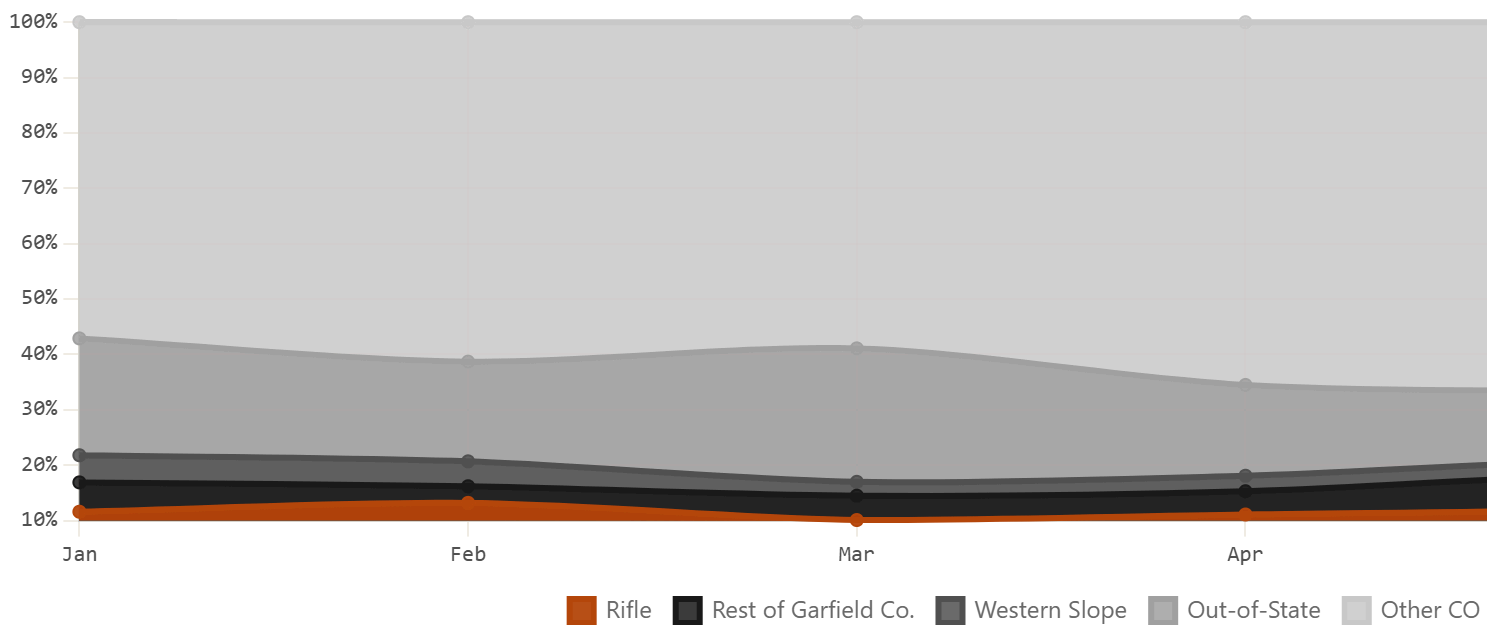
16.4%

↓ 7.7pt vs. last month

Mostly tourism-driven traffic

Audience By Region — Trailing 6 Months

Stacked area showing how the geographic mix is shifting



AUDIENCE MIX COMMENTARY

This month, 11.1% of the GRIT audience comes from the Rifle metro area, up about one point from March. In plain terms, roughly one in nine people reaching GRIT content this month live in or right around Rifle itself - the core local audience the initiative is built to serve. Looking at the six-month picture, the Rifle share sat in the mid-20s through November and December before dropping sharply in January and settling into the 10 to 13 percent range ever since. April marks a small uptick over March, which is a step in the right direction, but the Rifle share is still running well below where it was last fall. The number to watch in the coming months is whether that local share continues to climb back up or stabilizes at this lower baseline.



202605 IT Executive Summary Report for City Manager

Project Updates:

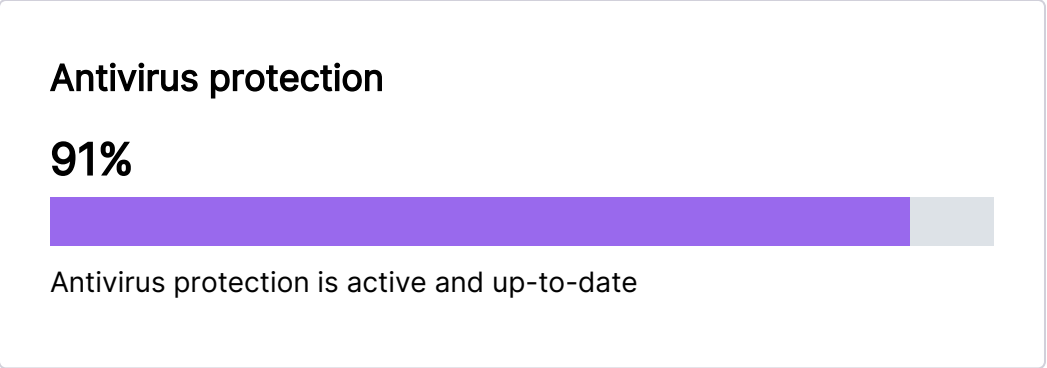
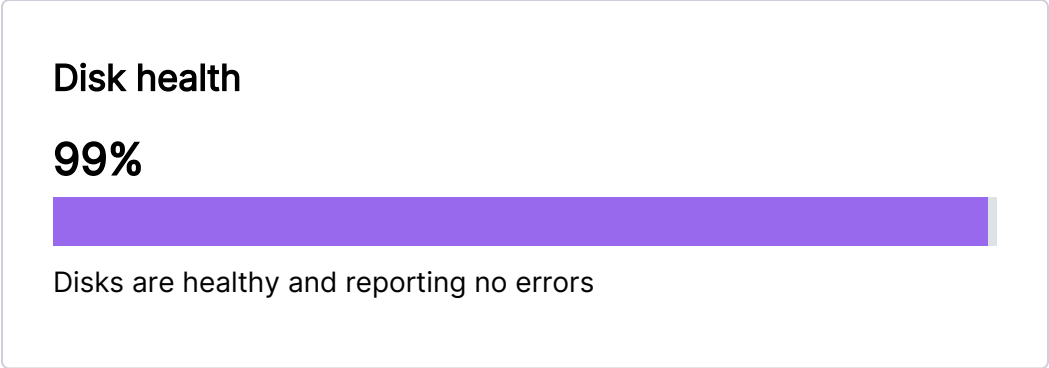
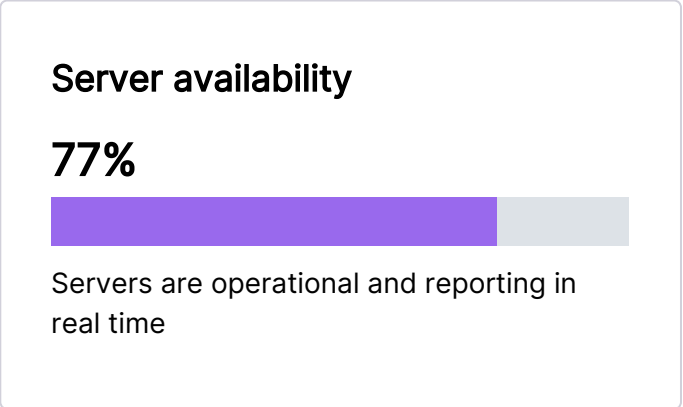
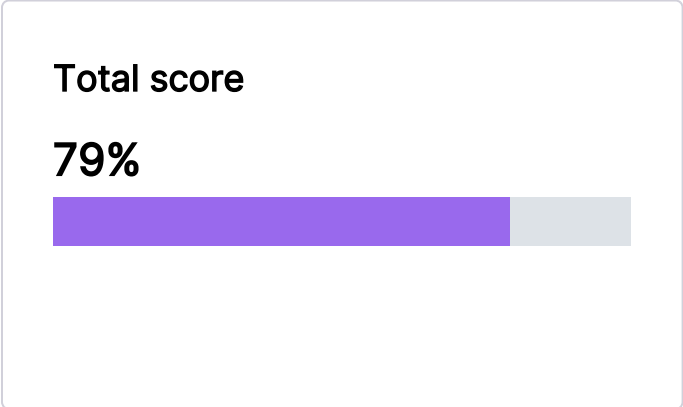
- **Bitwarden password manager roll-out being handled by Seth**
- **Starlink has been installed at Rifle Mountain Park to alleviate data cap and speed issues**
- **Hardware has arrived for our infrastructure refresh and we have begun the process of setting everything up**

ORGANIZATION
City of Rifle

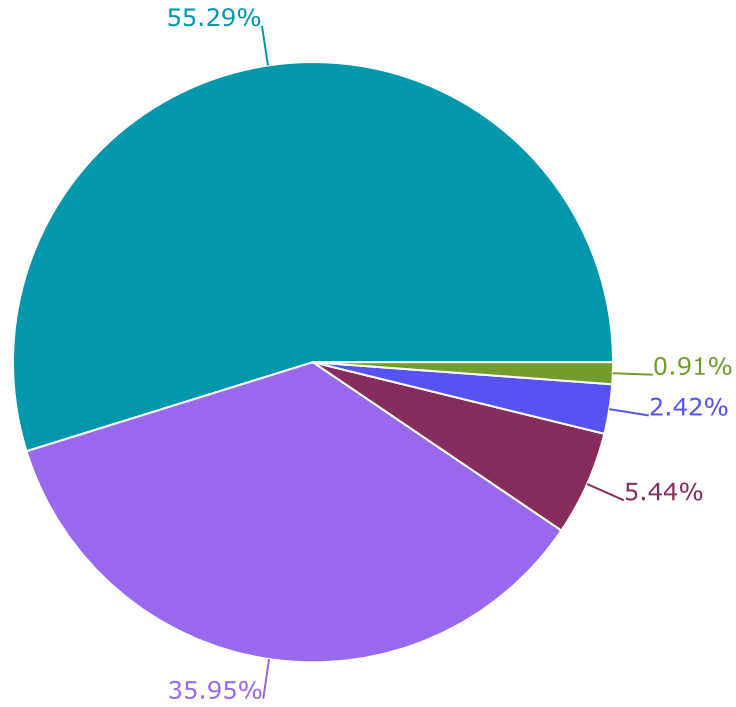
EXECUTION DATE
Jun 11, 2026

DESCRIPTION
IT Executive Summary Report for City Manager

Health score

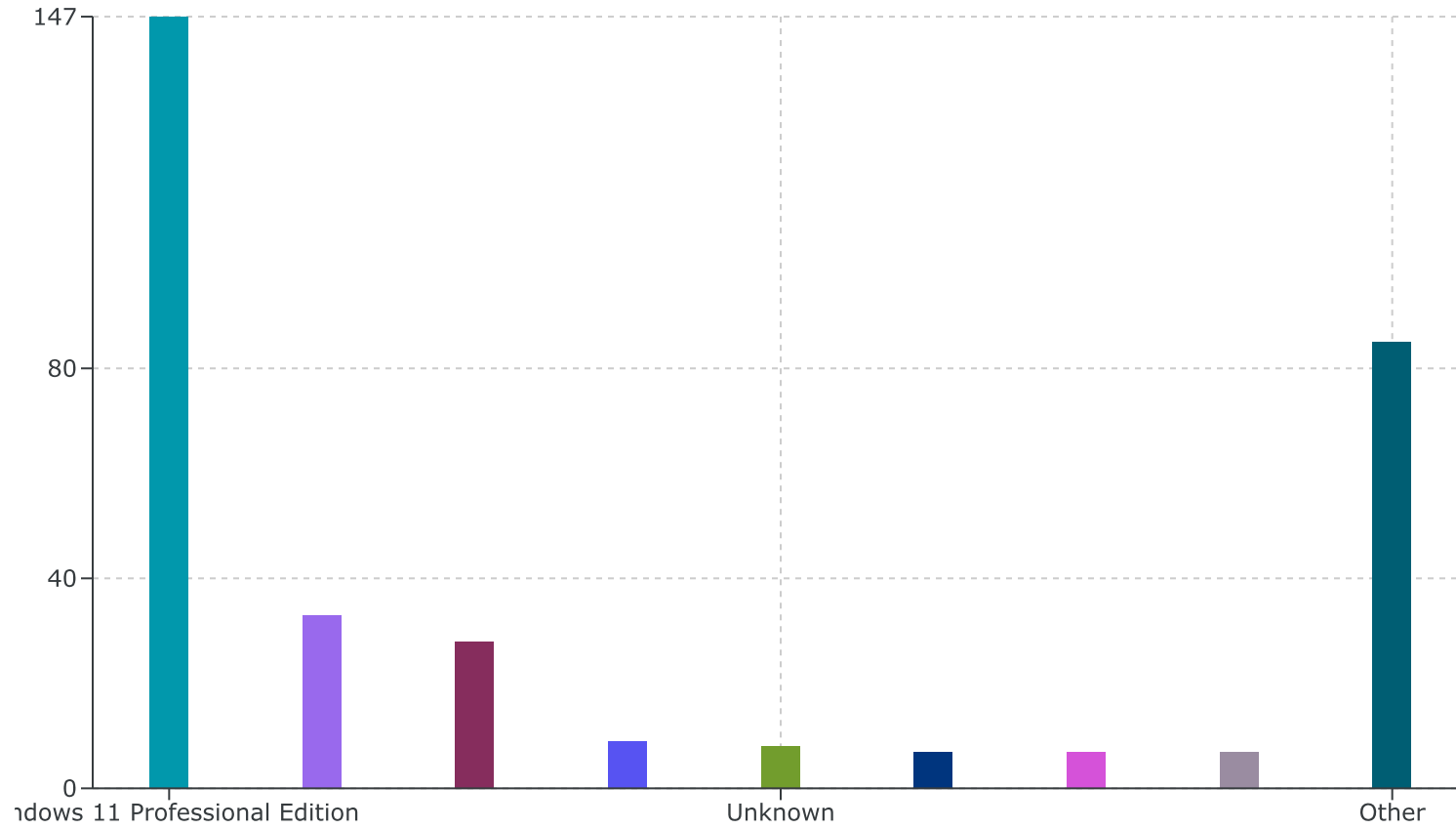


Site overview by device type



Total		331
●	Windows Workstations	183
●	Apple Mobile	119
●	Windows Servers	18
●	NMS	8
●	Mac	3

Site overview by OS



Total		331
●	Windows 11 Professional Edition	147
●	iOS 26.5	33
●	Windows 11 Pro for Workstations Edition	28
●	Windows Server 2016 Standard Edition	9
●	Unknown	8
●	iOS 26.3.1	7
●	iPadOS 18.1.1	7
●	iOS 26.2.1	7
●	Other	85

System overview

Antivirus

Protected devices **186**

Unprotected devices **18**

Software

Added **310**

Removed **153**

Updated **13331**

Alerts triggered 9688

Actions run 16642



202605 IT Ticket Review for City Manager Report

ORGANIZATION

City of Rifle

EXECUTION DATE

Jun 11, 2026

DESCRIPTION

Ticketing report for City of Rifle

Ticket Volume

Total

Status	Count
In Progress	5
Waiting	0
Scheduled	2
Waiting-Parts on Order	1
Waiting on End User Response	0
Waiting on End User Response Beyond 3 Days	0
Approved	0
Rejected	0
Closed	95
Reopened	8 (7.77%)
Created	103

Tickets Created Per Day

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
25	22	16	12	28	0	0

Tickets Created Per Hour

Start Time	End Time	Total
12 AM	03 AM	0
03 AM	06 AM	0
06 AM	09 AM	26
09 AM	12 PM	34
12 PM	03 PM	32
03 PM	06 PM	10
06 PM	09 PM	1
09 PM	12 AM	0

Resolution time

Mean time to resolve **14 Days 1 Hour 5 Minutes**

One touch resolution **41.964%**

First response time **1 Day 10 Hours 59 Minutes**

Tickets/Resolution time

0-5 Hours	5-24 Hours	1-7 Days	7-30 Days	More than 30 days
62%	4%	16%	7%	12%

Technician touches

0	1	2	3-5	Greater than 5
98%	1%	0%	0%	0%

Technician ticket efficiency

Tickets taken

Technician	Total
Kelly Thompson	6
Seth Green	1
Brenda Maes	30
Jake Statler	32
James Binford	36

Tickets solved

Technician	Total
Kelly Thompson	10
Brenda Maes	32
Jake Statler	23
James Binford	35
Seth Green	1