CITY COUNCIL
WORKSHOP AND REGULAR MEETING AGENDA

March 1, 2023
7:00 PM
202 Railroad Avenue, Rifle, CO

6:00 PM - Workshop Meeting

Discussion and Review

a. Receive 2022 Financial Update - Year-End Preliminary Figures (12/31/2022)

b. Discuss Habitat for Humanity Project

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)
5. **Consent Agenda**

   5.a. Consider Minutes of the February 15, 2023, Regular Meeting

   5.b. Consider Report of Changes - Capitol Deli, Inc dba Capitol Deli

   5.c. Consider Liquor License Renewal for Kum & Go, LC dba Kum and Go #4923

   5.d. Notification of Fitness Equipment Declared as Surplus
6. **Action, if any, on Workshop Items**
7. **Presentation**

   7.a. Receive Presentation from Mountain Waste & Recycling
8. **Public Hearing**

   8.a. Consider Amending the 2022 Budget - Supplemental Appropriations #2
9. **Regular Agenda**

9.a. Consider the Appointment of Brian Dow and Annie MacGregor to the Parks and Recreation Advisory Board

9.b. Consider Funding for the Rifle Community Foundation

9.c. Consider Contract with MGT of America Consulting, LLC to Complete a Cost Allocation Study for Fiscal Year 2023 - Fiscal Year 2025

9.d. Consider the Appointment of Katie Mackley and Lydia Allen to the Greater Rifle Improvement Team

9.e. Receive Update on Greater Rifle Improvement Team First 2023 Grant Cycle

10. Administrative Reports

10.a. Report to City Manager

11. Comments from Mayor and Council

12. Adjournment

Agenda Item #a.

Agenda Item Name:
Receive 2022 Financial Update - Year-End Preliminary Figures (12/31/2022)

Presenter:
Scott Rust, Finance Director

Item Description:
A financial update will be given based on data through 12/31/2022. Specifically, a report on sales tax collections will be provided along with an analysis of the 2022 budget compared with actual activity for both revenue and expenditures. The data utilized is unaudited and subject to change as year-end processes and tasks are underway. Closing of the general ledger and audited financials for 2022 will not be complete until June 2023.

Recommended Action:
No action is requested

Fiscal Impact:
Overall, the City of Rifle ended 2022 in a strong financial position. Not only did departments keep expenditures within budget during tough economic conditions, but sales tax collections outpaced projections. In 2022, sales tax revenue was budgeted to increase by 4% over 2021 actual receipts. Preliminary collection data shows that sales tax collections actually increased by 9.07% over the prior year. This strong revenue stream coupled with tempered spending across the organization increased the overall cash position of the City by approximately $3,076,615.35 (approximate total cash of $46,223,647.49). The increase in cash position is extremely necessary with a number of critical but expensive capital projects underway and forthcoming in 2023 and beyond.

Operational Impact:
From an operational perspective, the City is in a strong fiscal position to continue to accomplish key strategic priorities. Specifically, key capital projects can move forward as funding is available. Also, a clear understanding of the City's financial position gives the Council and staff the necessary information to make critical funding decisions.

Prior Board Motions:
N/A

Background Information:
In order to keep the Council informed of the City of Rifle's financial performance, quarterly reports are given. This financial report covers the time frame between 1/1/2022 through 12/31/2022.

Executive Summary:

The City of Rifle is ending 2022 in a strong financial position having increased overall cash by a little over three million dollars. This increase in cash can be attributed to strong sales tax revenues as well as fiscally diligent and responsible spending habits exercised by City staff.

Notification Requirements:
N/A

Prepared By:
Scott Rust, Finance Director

Attachments:
1. City of Rifle Financial Update 12.31.22
2. City of Rifle 2022 Sales Tax Report
3. City of Rifle Unaudited Financial Report 12.31.22

City of Rifle Financial Update

for time period of 01/01/2022 – 12/31/2022

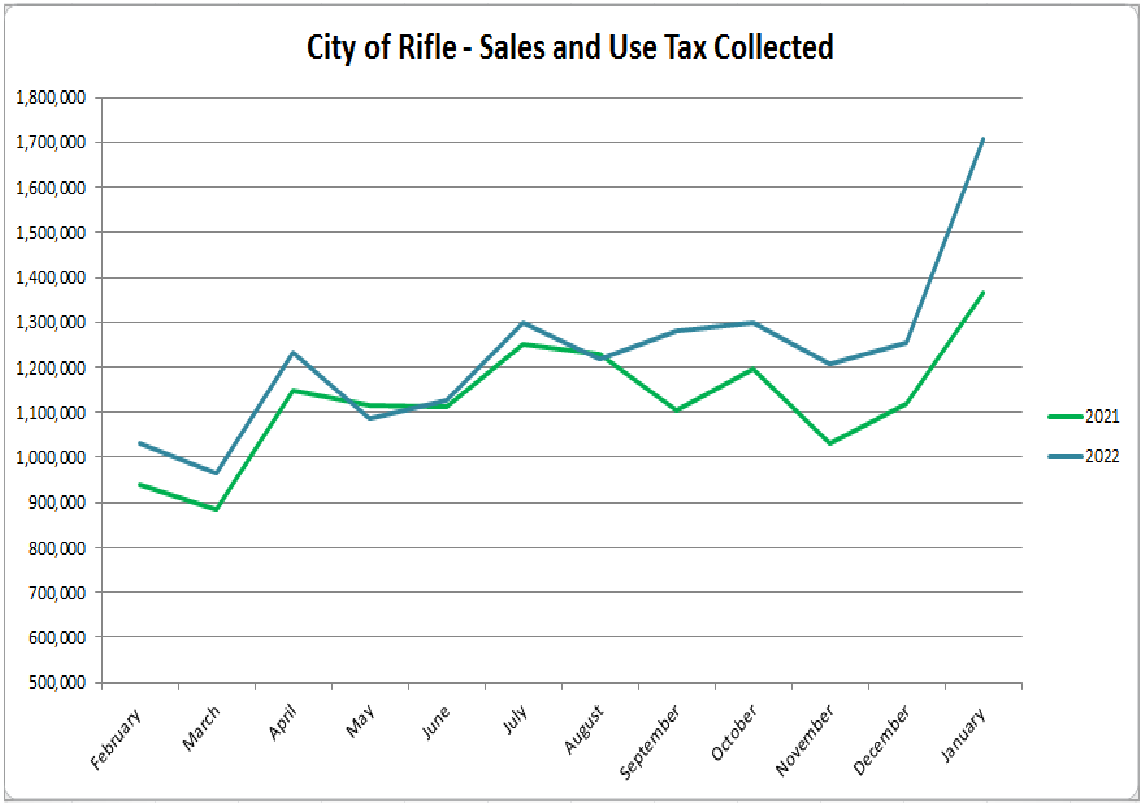
3/01/2023

Sales Tax Collections

Sales Tax Prior Year Comparison	**January (for December Sales)**				**Year-to-Date**			
City Business	**Total Amount 2022**	**Total Amount 2021**	**$ Diff**	**% Diff**	**YTD 2022**	**YTD 2021**	**$ Diff**	**% Diff**
BARS & RESTAURANTS	$103,312.28	$94,852.71	8,459.57	8.92%	$1,283,567.42	$1,224,399.94	$59,167.48	4.83%
LEASING/MISC	$48,038.84	$39,495.37	8,543.47	21.63%	$371,262.90	$396,819.08	($25,556.18)	-6.44%
OIL & GAS	$43,932.68	$12,564.44	31,368.24	249.66%	$284,375.20	$177,996.04	$106,379.16	59.76%
LODGING	$35,371.74	$32,582.36	2,789.38	8.56%	$577,234.21	$508,939.41	$68,294.80	13.42%
LIQUOR STORES	$31,823.02	$30,010.98	1,812.04	6.04%	$310,484.52	$313,698.61	($3,214.09)	-1.02%
HVAC	$1,827.17	$364.34	1,462.83	401.50%	$15,942.81	$9,820.96	$6,121.85	62.33%
HARDWARE	$56,248.46	$38,197.90	18,050.56	47.26%	$333,744.32	$272,244.04	$61,500.28	22.59%
GENERAL RETAIL	$720,079.83	$621,959.43	98,120.40	15.78%	$6,024,065.42	$5,393,767.98	$630,297.44	11.69%
FOOD	$311,245.86	$257,952.07	53,293.79	20.66%	$2,157,017.27	$1,844,200.49	$312,816.78	16.96%
EXCISE	$10,320.68	$21,328.75	(11,008.07)	-51.61%	$164,543.95	$364,058.88	($199,514.93)	-54.80%
CONTRACTOR	$3,010.64	$3,739.03	(728.39)	-19.48%	$31,255.93	$22,604.68	$8,651.25	38.27%
CAR PARTS & SALES	$67,140.87	$49,612.55	17,528.32	35.33%	$653,117.14	$507,926.91	$145,190.23	28.58%
UTILITIES	$79,484.94	$62,635.50	16,849.44	26.90%	$698,336.65	$639,373.29	$58,963.36	9.22%
MARIJUANA RETAIL	$12,016.23	$13,188.65	(1,172.42)	-8.89%	$162,889.36	$183,505.98	($20,616.62)	-11.23%
Total MuniRev	$1,523,853.24	$1,278,484.08	245,369.16	19.19%	$13,067,837.10	$11,859,356.29	$1,208,480.81	10.19%
BUILDING USE TAX (Month Collected)	$96,020.78	$7,218.48	88,802.30	1230.21%	$313,550.52	$402,589.22	($89,038.70)	-22.12%
MOTOR VEHICLE USE TAX (Month Collected)	$88,273.67	$77,811.34	10,462.33	13.45%	$1,332,281.97	$1,228,159.13	$104,122.84	8.48%
Grand Total	$1,708,147.69	$1,363,513.90	344,633.79	25.28%	$14,713,669.59	$13,490,104.64	$1,223,564.95	9.07%

Sales Tax Collections (Cont'd)

Month	2022	2021	% Change
February	$ 1,031,620.45	$ 940,687.81	9.67%
March	963,782.65	882,278.19	9.24%
April	1,234,682.37	1,147,186.10	7.63%
May	1,086,628.93	1,115,807.93	-2.62%
June	1,128,103.99	1,112,354.41	1.42%
July	1,299,788.74	1,249,750.07	4.00%
August	1,216,692.79	1,229,208.86	-1.02%
September	1,281,197.75	1,104,171.24	16.03%
October	1,299,652.58	1,195,472.74	8.71%
November	1,208,790.91	1,030,196.96	17.34%
December	1,254,580.74	1,119,476.43	12.07%
January	1,708,147.69	1,363,513.90	25.28%
TOTAL	$ 14,713,669.59	$ 13,490,104.64	9.07%



Revenue – Budget to Actual by Fund

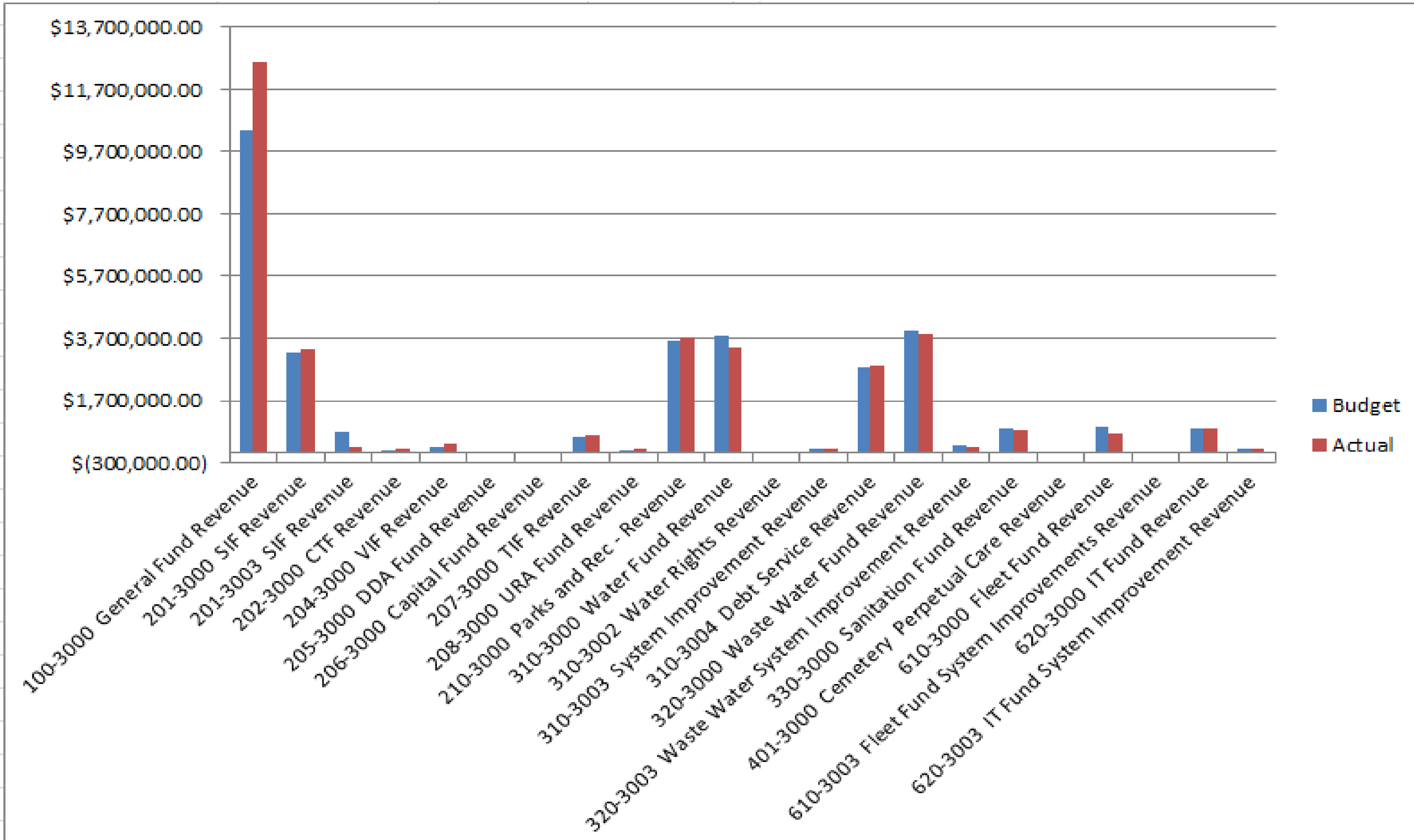
City of Rifle

Budget to Actual: Cost Center Overview

Budget Date	12/31/2022
Actual Date	12/31/2022

GL Budget	GL Budget Title	Budget	Actual	Amount Remaining	% Earned	Fund
100-3000	General Fund Revenue	$ (10,368,628.93)	$ (12,561,093.64)	$ 2,192,464.71	121.15%	100
201-3000	SIF Revenue	$ (3,233,995.92)	$ (3,352,267.03)	$ 118,271.11	103.66%	201
201-3003	SIF Revenue	$ (698,000.00)	$ (230,453.15)	$ (467,546.85)	33.02%	201
202-3000	CTF Revenue	$ (92,700.00)	$ (133,303.99)	$ 40,603.99	143.80%	202
204-3000	VIF Revenue	$ (209,983.04)	$ (314,676.23)	$ 104,693.19	149.86%	204
205-3000	DDA Fund Revenue	$ (52,161.25)	$ (52,175.80)	$ 14.55	100.03%	205
206-3000	Capital Fund Revenue	$ (32,400.00)	$ (649.87)	$ (31,750.13)	2.01%	206
207-3000	TIF Revenue	$ (548,002.68)	$ (572,858.33)	$ 24,855.65	104.54%	207
208-3000	URA Fund Revenue	$ (100,180.00)	$ (143,200.66)	$ 43,020.66	142.94%	208
210-3000	Parks and Rec - Revenue	$ (3,645,498.90)	$ (3,740,722.00)	$ 95,223.10	102.61%	210
310-3000	Water Fund Revenue	$ (3,762,616.00)	$ (3,405,951.81)	$ (356,664.19)	90.52%	310
310-3002	Water Rights Revenue	$ (47,000.00)	$ (25,545.84)	$ (21,454.16)	54.35%	310
310-3003	System Improvement Revenue	$ (150,000.00)	$ (171,052.50)	$ 21,052.50	114.04%	310
310-3004	Debt Service Revenue	$ (2,766,495.34)	$ (2,831,724.10)	$ 65,228.76	102.36%	310
320-3000	Waste Water Fund Revenue	$ (3,935,251.00)	$ (3,836,267.82)	$ (98,983.18)	97.48%	320
320-3003	Waste Water System Improvement Revenue	$ (243,250.00)	$ (221,234.15)	$ (22,015.85)	90.95%	320
330-3000	Sanitation Fund Revenue	$ (797,550.00)	$ (743,826.92)	$ (53,723.08)	93.26%	330
401-3000	Cemetery Perpetual Care Revenue	$ (11,500.00)	$ (12,259.86)	$ 759.86	106.61%	401
610-3000	Fleet Fund Revenue	$ (839,466.50)	$ (657,300.35)	$ (182,166.15)	78.30%	610
610-3003	Fleet Fund System Improvements Revenue	$ -	$ -	$ -	N/B	610
620-3000	IT Fund Revenue	$ (800,450.00)	$ (799,977.90)	$ (472.10)	99.94%	620
620-3003	IT Fund System Improvement Revenue	$ (174,000.00)	$ (174,000.00)	$ -	100%	620
	Total All Revenue Center GL Budgets	**$ (32,509,129.56)**	**$ (33,980,541.95)**	**$ 1,471,412.39**	**104.53%**	

YTD Revenue (as of 12/31/2022)



Expenditures -Budget to Actual by Fund

	City of Rifle					**Budget Date**	**12/31/2022**
	Budget to Actual:Fund Overview					**Actual Date**	**12/31/2022**
Fund	***Fund Title***	***Budgeted Expenditures***	***Actual Expenditures***	***Encumbrances***	***Amount Remaining***	***% Expended w/o ENC***	***% Expended w/ ENC***
100	General Fund	$ 10,895,324.59	$ 10,241,297.10	$ 357,616.29	$ 296,411.20	94.00%	97.28%
201	Street Improvement Fund	$ 4,470,271.64	$ 3,145,318.52	$ 1,048,361.44	$ 276,591.68	70.36%	93.81%
202	Conservation Trust Fund	$ 160,000.00	$ 79,253.38	$ -	$ 80,746.62	49.53%	49.53%
204	Visitor Improvement Fund	$ 290,877.00	$ 254,186.00	$ 205,622.71	$ (168,931.71)	87.39%	158.08%
205	Dowtown Development Fund	$ 50,612.00	$ 41,342.42	$ -	$ 9,269.58	81.69%	81.69%
206	Capital Improvement Fund	$ 1,801,000.00	$ 703,464.22	$ 1,301,605.32	$ (204,069.54)	39.06%	111.33%
207	Tourism & Industry Fund	$ 812,988.49	$ 798,450.61	$ 9,960.00	$ 4,577.88	98.21%	99.44%
208	Urban Renewal Authority Fund	$ 35,000.00	$ 18,319.99	$ 6,850.72	$ 9,829.29	52.34%	71.92%
210	Parks & Recreation Fund	$ 3,773,729.33	$ 3,369,070.91	$ 509,095.04	$ (104,436.62)	89.28%	102.77%
310	Water Fund	$ 6,668,790.92	$ 4,982,268.87	$ 2,286,039.67	$ (599,517.62)	74.71%	108.99%
320	Waste Water Fund	$ 3,117,901.92	$ 2,908,691.00	$ 129,611.01	$ 79,599.91	93.29%	97.45%
330	Sanitation Fund	$ 791,822.21	$ 789,970.65	$ -	$ 1,851.56	99.77%	99.77%
401	Cemetery Perpetual Care Fund	$ 5,000.00	$ -	$ -	$ 5,000.00	0.00%	0.00%
610	Fleet Maintenance Fund	$ 790,398.49	$ 831,152.29	$ -	$ (40,753.80)	105.16%	105.16%
620	Information Tech Maintenance Fund	$ 1,066,413.44	$ 932,177.65	$ 11,794.27	$ 122,441.52	87.41%	88.52%
	TOTAL ALL FUNDS	**$ 34,730,130.03**	**$ 29,094,963.61**	**$ 5,866,556.47**	**$ (231,390.05)**	**83.77%**	**100.67%**

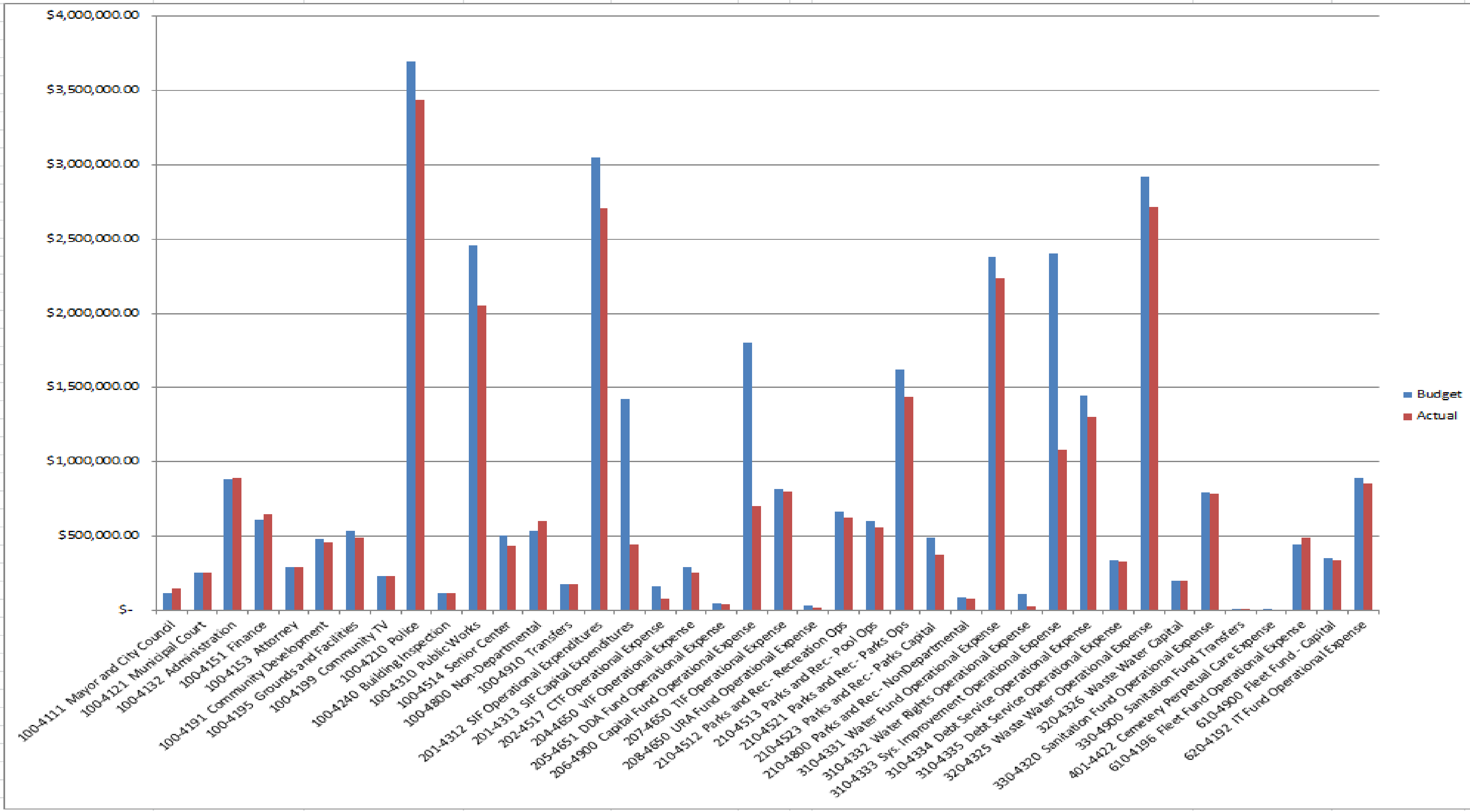
City of Rifle

Budget to Actual: Department Overview

Budget Date	12/31/2022
Actual Date	12/31/2022

GL Budget	GL Budget Title	Budgeted Expenditures	Actual Expenditures	Encumbrances	Amount Remaining	% Expended w/o ENC	% Expended w/ ENC	Fund
100-4111	Mayor and City Council	$ 119,905.33	$ 149,040.02	$ -	$ (29,134.69)	124.30%	124.30%	100
100-4121	Municipal Court	$ 253,118.69	$ 257,001.44	$ -	$ (3,882.75)	101.53%	101.53%	100
100-4132	Administration	$ 881,717.25	$ 889,993.92	$ 11,000.00	$ (19,276.67)	100.94%	102.19%	100
100-4151	Finance	$ 611,230.82	$ 651,215.12	$ 1,850.00	$ (41,834.30)	106.54%	106.84%	100
100-4153	Attorney	$ 293,000.00	$ 295,145.19	$ -	$ (2,145.19)	100.73%	100.73%	100
100-4191	Community Development	$ 481,879.52	$ 458,453.17	$ 895.63	$ 22,530.72	95.14%	95.32%	100
100-4195	Grounds and Facilities	$ 532,373.54	$ 486,978.10	$ 39,080.07	$ 6,315.37	91.47%	98.81%	100
100-4199	Community TV	$ 230,817.52	$ 231,332.95	$ -	$ (515.43)	100.22%	100.22%	100
100-4210	Police	$ 3,693,867.13	$ 3,437,375.29	$ 4,846.27	$ 251,645.57	93.06%	93.19%	100
100-4240	Building Inspection	$ 117,666.44	$ 113,373.90	$ -	$ 4,292.54	96.35%	96.35%	100
100-4310	Public Works	$ 2,459,750.43	$ 2,050,792.00	$ 299,944.32	$ 109,014.11	83.37%	95.57%	100
100-4514	Senior Center	$ 505,647.92	$ 434,728.33	$ -	$ 70,919.59	85.97%	85.97%	100
100-4800	Non-Departmental	$ 535,350.00	$ 606,867.67	$ -	$ (71,517.67)	113.36%	113.36%	100
100-4910	Transfers	$ 179,000.00	$ 179,000.00	$ -	$ -	100.00%	100.00%	100
201-4312	SIF Operational Expenditures	$ 3,050,271.64	$ 2,705,476.72	$ 87,210.52	$ 257,584.40	88.70%	91.56%	201
201-4313	SIF Capital Expenditures	$ 1,420,000.00	$ 439,841.80	$ 961,150.92	$ 19,007.28	30.97%	98.66%	201
202-4517	CTF Operational Expense	$ 160,000.00	$ 79,253.38	$ -	$ 80,746.62	49.53%	49.53%	202
204-4650	VIF Operational Expense	$ 290,877.00	$ 254,186.00	$ 205,622.71	$ (168,931.71)	87.39%	158.08%	204
205-4651	DDA Fund Operational Expense	$ 50,612.00	$ 41,342.42	$ -	$ 9,269.58	81.69%	81.69%	205
206-4900	Capital Fund Operational Expense	$ 1,801,000.00	$ 703,464.22	$ 1,301,605.32	$ (204,069.54)	39.06%	111.33%	206
207-4650	TIF Operational Expense	$ 812,988.49	$ 798,450.61	$ 9,960.00	$ 4,577.88	98.21%	99.44%	207
208-4650	URA Fund Operational Expense	$ 35,000.00	$ 18,319.99	$ 6,850.72	$ 9,829.29	52.34%	71.92%	208
210-4512	Parks and Rec - Recreation Ops	$ 665,179.92	$ 625,078.23	$ -	$ 40,101.69	93.97%	93.97%	210
210-4513	Parks and Rec - Pool Ops	$ 605,796.85	$ 554,441.97	$ -	$ 51,354.88	91.52%	91.52%	210
210-4521	Parks and Rec - Parks Ops	$ 1,622,573.48	$ 1,437,653.25	$ 104,278.84	$ 80,641.39	88.60%	95.03%	210
210-4523	Parks and Rec - Parks Capital	$ 490,116.08	$ 375,834.50	$ 404,816.20	$ (290,534.62)	76.68%	159.28%	210
210-4800	Parks and Rec - NonDepartmental	$ 90,063.00	$ 76,062.96	$ -	$ 14,000.04	84.46%	84.46%	210
210-4910	Parks and Rec - Transfers	$ 300,000.00	$ 300,000.00	$ -	$ -	100.00%	100.00%	210
310-4331	Water Fund Operational Expense	$ 2,377,212.56	$ 2,236,498.56	$ 120,867.67	$ 19,846.33	94.08%	99.17%	310
310-4332	Water Rights Operational Expense	$ 107,500.00	$ 27,679.20	$ -	$ 79,820.80	25.75%	25.75%	310
310-4333	Sys. Improvement Operational Expense	$ 2,400,000.00	$ 1,084,777.50	$ 2,165,172.00	$ (849,949.50)	45.20%	135.41%	310
310-4334	Debt Service Operational Expense	$ 1,443,486.41	$ 1,302,725.21	$ -	$ 140,761.20	90.25%	90.25%	310
310-4335	Debt Service Operational Expense	$ 340,591.95	$ 330,588.40	$ -	$ 10,003.55	97.06%	97.06%	310
320-4325	Waste Water Operational Expense	$ 2,920,303.92	$ 2,711,093.09	$ 129,611.01	$ 79,599.82	92.84%	97.27%	320
320-4326	Waste Water Capital	$ 197,598.00	$ 197,597.91	$ -	$ 0.09	100.00%	100.00%	320
330-4320	Sanitation Fund Operational Expense	$ 789,822.21	$ 787,970.65	$ -	$ 1,851.56	99.77%	99.77%	330
330-4900	Sanitation Fund Transfers	$ 2,000.00	$ 2,000.00	$ -	$ -	100.00%	100.00%	330
401-4422	Cemetery Perpetual Care Expense	$ 5,000.00	$ -	$ -	$ 5,000.00	0.00%	0.00%	401
610-4196	Fleet Fund Operational Expense	$ 440,398.49	$ 492,669.56	$ -	$ (52,271.07)	111.87%	111.87%	610
610-4900	Fleet Fund - Capital	$ 350,000.00	$ 338,482.73	$ -	$ 11,517.27	96.71%	96.71%	610
620-4192	IT Fund Operational Expense	$ 892,413.44	$ 854,374.07	$ 11,432.16	$ 26,607.21	95.74%	97.02%	620
620-4901	IT Fund Capital	$ 174,000.00	$ 77,803.58	$ 362.11	$ 95,834.31	44.71%	44.92%	620
	Total All Cost Center GL Budgets	**$ 34,730,130.03**	**$ 29,094,963.61**	**$ 5,866,556.47**	**$ (231,390.05)**	83.77%	100.67%	

YTD Expenditures (as of 12/31/2022)



Cash Analysis – Prior Year Comparison

Five Year History (2018-2022)

Fund	Fund Name	Account Name	GL #	12/31/2018	12/31/2019	12/31/2020	12/31/2021	12/31/2022
100	General Fund	Cash In Bank	100-001-000	$ 5,382,480.94	$ 7,656,015.64	$ 7,207,536.83	$ 10,147,258.50	$ 12,165,426.90
201	Street Improvement Fund	Cash In Bank	201-001-000	$ 8,757,649.13	$ 8,643,717.31	$ 8,583,793.98	$ 5,943,527.08	$ 5,101,002.78
202	Conservation Trust Fund	Cash In Bank	202-001-000	$ 130,474.01	$ 242,096.11	$ 342,671.40	$ 184,758.39	$ 238,809.00
204	Visitor Improvement Fund	Cash In Bank	204-001-000	$ 216,029.04	$ 221,213.40	$ 195,197.41	$ 311,291.20	$ 378,198.96
205	Dowtown Development Fund	Cash In Bank	205-001-000	$ 74,292.55	$ 83,113.85	$ 91,047.91	$ 101,891.87	$ 70,945.73
206	Capital Improvement Fund	Cash In Bank	206-001-000	$ 4,498,235.44	$ 3,554,380.01	$ 4,567,751.53	$ 4,056,557.00	$ 2,817,091.22
207	Tourism & Industry Fund	Cash In Bank	207-001-000	$ 902,766.69	$ 796,492.55	$ 735,077.20	$ 861,721.14	$ 710,728.31
208	Urban Renewal Authority Fund	Cash In Bank	208-001-000	$ 339,185.59	$ 131,995.55	$ 183,815.22	$ 10,299.29	$ 137,154.96
210	Parks & Recreation Fund	Cash In Bank	210-001-000	$ 1,689,992.08	$ 2,084,198.84	$ 1,307,575.64	$ 2,257,959.92	$ 2,942,505.15
310	Water Fund	Cash In Bank	310-001-000	$ 8,056,954.98	$ 8,300,125.00	$ 11,208,709.64	$ 13,729,208.22	$ 15,260,240.64
320	Waste Water Fund	Cash In Bank	320-001-000	$ 1,676,275.12	$ 2,798,682.80	$ 4,065,591.33	$ 5,043,882.09	$ 6,098,621.07
330	Sanitation Fund	Cash In Bank	330-001-000	$ 777,852.27	$ 167,191.83	$ 147,695.87	$ 137,076.48	$ 81,327.53
401	Cemetery Perpetual Care Fund	Cash In Bank	401-001-000	$ 242,590.18	$ 253,538.36	$ 262,571.49	$ 278,216.30	$ 290,476.16
610	Fleet Maintenance Fund	Cash In Bank	610-001-000	$ 315,725.28	$ 413,560.11	$ 368,664.13	$ 142,246.59	$ (29,576.38)
620	Information Tech Maintenance Fund	Cash In Bank	620-001-000	$ 190,312.43	$ 165,243.26	$ 49,458.21	$ (58,861.95)	$ (39,304.54)
				$ 33,250,815.73	$ 35,511,564.62	$ 39,317,157.79	$ 43,147,032.12	$ 46,223,647.49

City of Rifle
Sales Tax - 2022 Final
Prior Year Comparison

City Business	February (for January Sales) Total Amount 2022	Total Amount 2021	$ Diff	% Diff	March (for February Sales) Total Amount 2022	Total Amount 2021	$ Diff	% Diff	April (for March Sales) Total Amount 2022	Total Amount 2021	$ Diff	% Diff	May (for April Sales) Total Amount 2022	Total Amount 2021	$ Diff	% Diff
BARS & RESTAURANTS	$92,808.72	$81,078.84	11,729.88	14.47%	$84,730.46	$76,743.09	7,987.37	10.41%	$108,542.22	$98,861.71	9,680.51	9.79%	$101,860.30	$103,605.64	(1,745.34)	-1.68%
LEASING/MISC	$36,591.86	$24,033.44	12,558.42	52.25%	$25,572.84	$47,257.79	(21,684.95)	-45.89%	$39,673.76	$38,508.31	1,165.45	3.03%	$25,819.12	$29,307.38	(3,488.26)	-11.90%
OIL & GAS	$15,433.87	$8,501.40	6,932.47	81.55%	$11,717.95	$16,491.83	(4,773.88)	-28.95%	$18,656.13	$18,750.25	(94.12)	-0.50%	$12,319.53	$15,048.20	(2,728.67)	-18.13%
LODGING	$26,711.41	$17,987.78	8,723.63	48.50%	$28,494.26	$18,090.74	10,403.52	57.51%	$38,900.40	$29,210.29	9,690.11	33.17%	$29,468.34	$27,976.28	1,492.06	5.33%
LIQUOR STORES	$20,729.02	$21,971.36	(1,242.34)	-5.65%	$21,094.59	$21,755.52	(660.93)	-3.04%	$23,190.00	$24,484.94	(1,294.94)	-5.29%	$24,746.68	$25,002.73	(256.05)	-1.02%
HVAC	$1,091.82	$418.58	673.24	160.84%	$477.13	$489.85	(12.72)	-2.60%	$706.40	$678.67	27.73	4.09%	$637.67	$591.20	46.47	7.86%
HARDWARE	$20,701.97	$13,875.63	6,826.34	49.20%	$27,930.90	$14,425.07	13,505.83	93.63%	$28,488.83	$23,327.24	5,161.59	22.13%	$22,547.25	$19,287.14	3,260.11	16.90%
GENERAL RETAIL	$420,311.09	$383,535.72	36,775.37	9.59%	$365,993.22	$333,968.63	32,024.59	9.59%	$488,186.75	$453,685.42	34,501.33	7.60%	$452,190.48	$421,532.37	30,658.11	7.27%
FOOD	$143,055.81	$125,983.07	17,072.74	13.55%	$150,074.86	$129,126.75	20,948.11	16.22%	$156,296.74	$132,370.63	23,926.11	18.08%	$161,114.28	$138,297.73	22,816.55	16.50%
EXCISE	$6,891.49	$34,778.42	(27,886.93)	-80.18%	$19,294.21	$28,510.81	(9,216.60)	-32.33%	$43,704.36	$56,899.15	(13,194.79)	-23.19%	$17,873.86	$29,912.06	(12,038.20)	-40.25%
CONTRACTOR	$587.00	$2,312.79	(1,725.79)	-74.62%	$1,375.00	$1,706.00	(331.00)	-19.40%	$3,183.44	$1,826.66	1,356.78	74.28%	$1,650.00	$1,955.24	(305.24)	-15.61%
CAR PARTS & SALES	$43,908.45	$35,252.42	8,656.03	24.55%	$46,871.83	$43,920.31	2,951.52	6.72%	$63,543.57	$46,447.82	17,095.75	36.81%	$51,260.93	$35,952.61	15,308.32	42.58%
UTILITIES	$76,449.08	$54,738.22	21,710.86	39.66%	$53,797.80	$51,565.20	2,232.60	4.33%	$76,060.44	$63,085.08	12,975.36	20.57%	$51,343.56	$46,676.32	4,667.24	10.00%
MARIJUANA RETAIL	$12,948.24	$14,273.53	(1,325.29)	-9.28%	$12,252.81	$13,067.73	(814.92)	-6.24%	$14,034.48	$16,450.64	(2,416.16)	-14.69%	$13,742.07	$16,594.22	(2,852.15)	-17.19%
Total MuniRev	$918,219.83	$818,741.20	99,478.63	12.15%	$849,677.86	$797,119.32	52,558.54	6.59%	$1,103,167.52	$1,004,586.81	98,580.71	9.81%	$966,574.07	$911,739.12	54,834.95	6.01%
BUILDING USE TAX (Month Collected)	$8,484.15	$17,146.61	(8,662.46)	-50.52%	$40,107.54	$27,429.00	12,678.54	46.22%	$10,421.81	$56,351.29	(45,929.48)	-81.51%	$7,983.00	$71,696.03	(63,713.03)	-88.87%
MOTOR VEHICLE USE TAX (Month Collected)	$104,916.47	$104,800.00	116.47	0.11%	$73,997.25	$57,729.87	16,267.38	28.18%	$121,093.04	$86,248.00	34,845.04	40.40%	$112,071.86	$132,372.78	(20,300.92)	-15.34%
Grand Total	$1,031,620.45	$940,687.81	90,932.64	9.67%	$963,782.65	$882,278.19	81,504.46	9.24%	$1,234,682.37	$1,147,186.10	87,496.27	7.63%	$1,086,628.93	$1,115,807.93	(29,179.00)	-2.62%

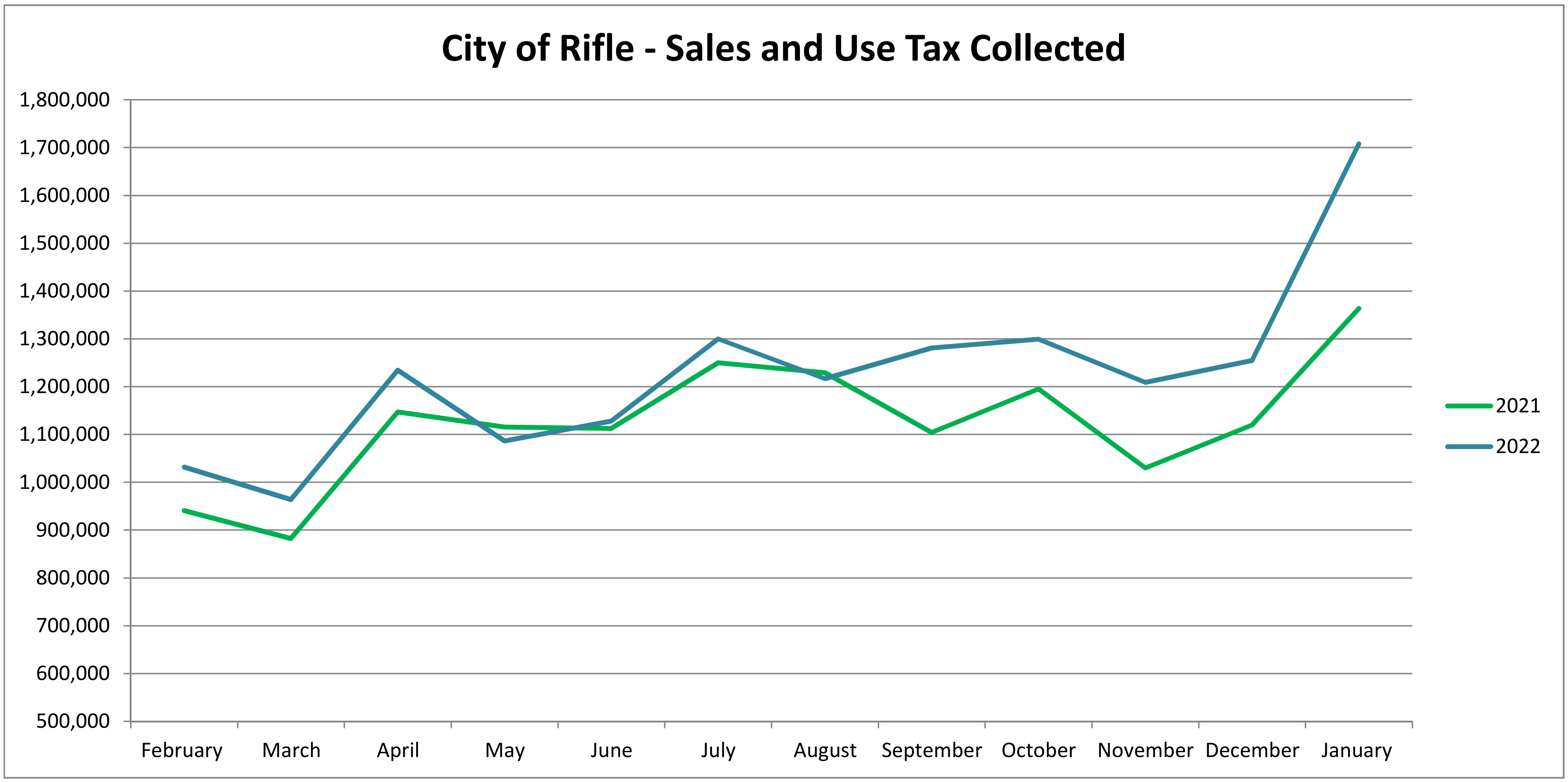
City Business	June (for May Sales) Total Amount 2022	Total Amount 2021	$ Diff	% Diff	July (for June Sales) Total Amount 2022	Total Amount 2021	$ Diff	% Diff	August (for July Sales) Total Amount 2022	Total Amount 2021	$ Diff	% Diff	September (for August Sales) Total Amount 2022	Total Amount 2021	$ Diff	% Diff
BARS & RESTAURANTS	$112,933.11	$104,661.08	8,272.03	7.90%	$107,863.54	$129,566.39	(21,702.85)	-16.75%	$119,307.04	$110,326.49	8,980.55	8.14%	$121,225.59	$103,841.12	17,384.47	16.74%
LEASING/MISC	$21,166.41	$24,036.53	(2,870.12)	-11.94%	$29,978.46	$31,106.89	(1,128.43)	-3.63%	$23,343.12	$26,400.72	(3,057.60)	-11.58%	$28,800.85	$36,248.45	(7,447.60)	-20.55%
OIL & GAS	$25,752.53	$17,483.92	8,268.61	47.29%	$22,624.84	$23,869.02	(1,244.18)	-5.21%	$19,620.43	$13,405.91	6,214.52	46.36%	$30,534.58	$11,965.69	18,568.89	155.18%
LODGING	$48,162.63	$45,783.90	2,378.73	5.20%	$63,721.01	$67,785.72	(4,064.71)	-6.00%	$74,382.82	$85,094.21	(10,711.39)	-12.59%	$64,192.59	$52,362.70	11,829.89	22.59%
LIQUOR STORES	$26,479.81	$28,018.90	(1,539.09)	-5.49%	$27,417.01	$27,401.34	15.67	0.06%	$29,282.05	$29,640.50	(358.45)	-1.21%	$27,100.77	$25,366.15	1,734.62	6.84%
HVAC	$561.69	$1,080.38	(518.69)	-48.01%	$558.24	$944.71	(386.47)	-40.91%	$443.05	$1,599.06	(1,156.01)	-72.29%	$1,484.05	$1,831.33	(347.28)	-18.96%
HARDWARE	$21,321.15	$22,315.75	(994.60)	-4.46%	$34,190.84	$33,733.23	457.61	1.36%	$19,684.42	$19,513.13	171.29	0.88%	$24,436.98	$20,922.01	3,514.97	16.80%
GENERAL RETAIL	$471,121.13	$443,901.42	27,219.71	6.13%	$553,635.83	$495,249.42	58,386.41	11.79%	$489,107.67	$428,931.80	60,175.87	14.03%	$507,823.07	$419,808.28	88,014.79	20.97%
FOOD	$168,978.13	$147,605.61	21,372.52	14.48%	$175,149.93	$156,857.12	18,292.81	11.66%	$171,856.18	$158,659.81	13,196.37	8.32%	$179,906.00	$153,386.12	26,519.88	17.29%
EXCISE	$9,722.67	$33,557.54	(23,834.87)	-71.03%	$9,566.99	$32,426.91	(22,859.92)	-70.50%	$7,753.92	$37,385.64	(29,631.72)	-79.26%	$14,697.41	$25,218.19	(10,520.78)	-41.72%
CONTRACTOR	$792.11	$694.38	97.73	14.07%	$4,271.23	$775.00	3,496.23	451.13%	$2,063.14	$1,430.43	632.71	44.23%	$1,423.05	$567.87	855.18	150.59%
CAR PARTS & SALES	$52,445.48	$39,696.73	12,748.75	32.12%	$63,310.99	$48,356.35	14,954.64	30.93%	$48,669.63	$36,055.18	12,614.45	34.99%	$51,280.93	$50,726.58	554.35	1.09%
UTILITIES	$42,625.50	$39,324.23	3,301.27	8.40%	$51,201.33	$47,103.82	4,097.51	8.70%	$51,658.39	$67,574.25	(15,915.86)	-23.55%	$54,048.64	$50,558.50	3,490.14	6.90%
MARIJUANA RETAIL	$13,987.02	$17,070.25	(3,083.23)	-18.06%	$14,239.50	$15,630.70	(1,391.20)	-8.90%	$14,717.97	$16,578.90	(1,860.93)	-11.22%	$14,201.10	$15,453.04	(1,251.94)	108.82%
Total MuniRev	$1,016,049.37	$965,230.62	50,818.75	5.26%	$1,157,729.74	$1,110,806.62	46,923.12	4.22%	$1,071,889.83	$1,032,596.03	39,293.80	3.81%	$1,121,155.61	$968,256.03	152,899.58	15.79%
BUILDING USE TAX (Month Collected)	$12,846.46	$51,439.68	(38,593.22)	-75.03%	$56,771.00	$28,090.76	28,680.24	102.10%	$7,666.47	$42,804.03	(35,137.56)	-82.09%	$25,801.70	$48,312.20	(22,510.50)	-46.59%
MOTOR VEHICLE USE TAX (Month Collected)	$99,208.16	$95,684.11	3,524.05	3.68%	$85,288.00	$110,852.69	(25,564.69)	-23.06%	$137,136.49	$153,808.80	(16,672.31)	-10.84%	$134,240.44	$87,603.01	46,637.43	53.24%
Grand Total	$1,128,103.99	$1,112,354.41	15,749.58	1.42%	$1,299,788.74	$1,249,750.07	50,038.67	4.00%	$1,216,692.79	$1,229,208.86	(12,516.07)	-1.02%	$1,281,197.75	$1,104,171.24	177,026.51	16.03%

	October (for September Sales)				November (for October Sales)			
City Business	Total Amount 2022	Total Amount 2021	$ Diff	% Diff	Total Amount 2022	Total Amount 2021	$ Diff	% Diff
BARS & RESTAURANTS	$114,668.02	$105,789.23	8,878.79	8.39%	$117,272.30	$98,554.44	18,717.86	18.99%
LEASING/MISC	$42,714.48	$53,634.41	(10,919.93)	-20.36%	$25,754.72	$25,238.36	516.36	2.05%
OIL & GAS	$28,919.26	$15,564.94	13,354.32	85.80%	$24,565.80	$9,816.15	14,749.65	150.26%
LODGING	$66,595.99	$60,227.61	6,368.38	10.57%	$59,235.61	$41,168.24	18,067.37	43.89%
LIQUOR STORES	$27,734.73	$27,375.20	359.53	1.31%	$26,156.13	$27,109.33	(953.20)	-3.52%
HVAC	$3,652.15	$945.92	2,706.23	286.10%	$2,392.41	$701.43	1,690.98	241.08%
HARDWARE	$35,338.15	$28,584.29	6,753.86	23.63%	$20,418.35	$20,120.18	298.17	1.48%
GENERAL RETAIL	$540,115.97	$482,808.06	57,307.91	11.87%	$488,014.15	$436,986.22	51,027.93	11.68%
FOOD	$183,188.75	$152,242.26	30,946.49	20.33%	$171,729.46	$147,800.44	23,929.02	16.19%
EXCISE	$5,627.17	$30,830.00	(25,202.83)	-81.75%	$7,845.84	$15,141.09	(7,295.25)	-48.18%
CONTRACTOR	$1,741.23	$1,656.28	84.95	5.13%	$6,281.19	$2,191.83	4,089.36	186.57%
CAR PARTS & SALES	$55,453.05	$38,207.92	17,245.13	45.13%	$55,051.27	$40,264.13	14,787.14	36.73%
UTILITIES	$56,833.40	$59,104.70	(2,271.30)	-3.84%	$51,090.35	$46,150.72	4,939.63	10.70%
MARIJUANA RETAIL	$14,417.23	$15,679.52	(1,262.29)	-8.05%	$14,571.72	$14,966.99	(395.27)	-2.64%
Total MuniRev	$1,176,999.58	$1,072,650.34	104,349.24	9.73%	$1,070,379.30	$926,209.55	144,169.75	15.57%
BUILDING USE TAX (Month Collected)	$13,914.26	$8,124.44	5,789.82	71.26%	$16,916.71	$3,103.97	$13,812.74	445.00%
MOTOR VEHICLE USE TAX (Month Collected)	$108,738.74	$114,697.96	(5,959.22)	-5.20%	$121,494.90	$100,883.44	20,611.46	20.43%
Grand Total	$1,299,652.58	$1,195,472.74	104,179.84	8.71%	$1,208,790.91	$1,030,196.96	178,593.95	17.34%

	December(for November Sales)				January (for December Sales)			
City Business	Total Amount 2022	Total Amount 2021	$ Diff	% Diff	Total Amount 2022	Total Amount 2021	$ Diff	% Diff
BARS & RESTAURANTS	$99,043.84	$116,519.20	(17,475.36)	-15.00%	$103,312.28	$94,852.71	8,459.57	8.92%
LEASING/MISC	$23,808.44	$21,551.43	2,257.01	10.47%	$48,038.84	$39,495.37	8,543.47	21.63%
OIL & GAS	$30,297.60	$14,534.29	15,763.31	108.46%	$43,932.68	$12,564.44	31,368.24	249.66%
LODGING	$41,997.41	$30,669.58	11,327.83	36.94%	$35,371.74	$32,582.36	2,789.38	8.56%
LIQUOR STORES	$24,730.71	$25,561.66	(830.95)	-3.25%	$31,823.02	$30,010.98	1,812.04	6.04%
HVAC	$2,111.03	$175.49	1,935.54	1102.93%	$1,827.17	$364.34	1,462.83	401.50%
HARDWARE	$22,437.02	$17,942.47	4,494.55	25.05%	$56,248.46	$38,197.90	18,050.56	47.26%
GENERAL RETAIL	$527,486.23	$471,401.21	56,085.02	11.90%	$720,079.83	$621,959.43	98,120.40	15.78%
FOOD	$184,421.27	$143,918.88	40,502.39	28.14%	$311,245.86	$257,952.07	53,293.79	20.66%
EXCISE	$11,245.35	$18,070.32	(6,824.97)	-37.77%	$10,320.68	$21,328.75	(11,008.07)	-51.61%
CONTRACTOR	$4,877.90	$3,749.17	1,128.73	30.11%	$3,010.64	$3,739.03	(728.39)	-19.48%
CAR PARTS & SALES	$54,180.14	$43,434.31	10,745.83	24.74%	$67,140.87	$49,612.55	17,528.32	35.33%
UTILITIES	$53,743.22	$50,856.75	2,886.47	5.68%	$79,484.94	$62,635.50	16,849.44	26.90%
MARIJUANA RETAIL	$11,760.99	$14,551.81	(2,790.82)	-19.18%	$12,016.23	$13,188.65	(1,172.42)	-8.89%
Total MuniRev	$1,092,141.15	$972,936.57	119,204.58	12.25%	$1,523,853.24	$1,278,484.08	245,369.16	19.19%
BUILDING USE TAX (Month Collected)	$16,616.64	$40,872.73	(24,256.09)	-59.35%	$96,020.78	$7,218.48	88,802.30	1230.21%
MOTOR VEHICLE USE TAX (Month Collected)	$145,822.95	$105,667.13	40,155.82	38.00%	$88,273.67	$77,811.34	10,462.33	13.45%
Grand Total	$1,254,580.74	$1,119,476.43	135,104.31	12.07%	$1,708,147.69	$1,363,513.90	344,633.79	25.28%

	Year-to-Date			
City Business	YTD 2022	YTD 2021	$ Diff	% Diff
BARS & RESTAURANTS	$1,283,567.42	$1,224,399.94	$59,167.48	4.83%
LEASING/MISC	$371,262.90	$396,819.08	($25,556.18)	-6.44%
OIL & GAS	$284,375.20	$177,996.04	$106,379.16	59.76%
LODGING	$577,234.21	$508,939.41	$68,294.80	13.42%
LIQUOR STORES	$310,484.52	$313,698.61	($3,214.09)	-1.02%
HVAC	$15,942.81	$9,820.96	$6,121.85	62.33%
HARDWARE	$333,744.32	$272,244.04	$61,500.28	22.59%
GENERAL RETAIL	$6,024,065.42	$5,393,767.98	$630,297.44	11.69%
FOOD	$2,157,017.27	$1,844,200.49	$312,816.78	16.96%
EXCISE	$164,543.95	$364,058.88	($199,514.93)	-54.80%
CONTRACTOR	$31,255.93	$22,604.68	$8,651.25	38.27%
CAR PARTS & SALES	$653,117.14	$507,926.91	$145,190.23	28.58%
UTILITIES	$698,336.65	$639,373.29	$58,963.36	9.22%
MARIJUANA RETAIL	$162,889.36	$183,505.98	($20,616.62)	-11.23%
Total MuniRev	$13,067,837.10	$11,859,356.29	$1,208,480.81	10.19%
BUILDING USE TAX (Month Collected)	$313,550.52	$402,589.22	($89,038.70)	-22.12%
MOTOR VEHICLE USE TAX (Month Collected)	$1,332,281.97	$1,228,159.13	$104,122.84	8.48%
Grand Total	$14,713,669.59	$13,490,104.64	$1,223,564.95	9.07%

Month	2022	2021	% Change
February	$ 1,031,620.45	$ 940,687.81	9.67%
March	963,782.65	882,278.19	9.24%
April	1,234,682.37	1,147,186.10	7.63%
May	1,086,628.93	1,115,807.93	-2.62%
June	1,128,103.99	1,112,354.41	1.42%
July	1,299,788.74	1,249,750.07	4.00%
August	1,216,692.79	1,229,208.86	-1.02%
September	1,281,197.75	1,104,171.24	16.03%
October	1,299,652.58	1,195,472.74	8.71%
November	1,208,790.91	1,030,196.96	17.34%
December	1,254,580.74	1,119,476.43	12.07%
January	1,708,147.69	1,363,513.90	25.28%
TOTAL	$ 14,713,669.59	$ 13,490,104.64	9.07%



CITY OF RIFLE
FUND SUMMARY
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
GENERAL REVENUES	12,561,093.64	12,561,093.64	10,368,628.93	(2,192,464.71)	121.2
	12,561,093.64	12,561,093.64	10,368,628.93	(2,192,464.71)	121.2
EXPENDITURES					
MAYOR/COUNCIL	149,040.02	149,040.02	119,905.33	(29,134.69)	124.3
MUNICIPAL COURT	257,001.44	257,001.44	253,118.69	(3,882.75)	101.5
CITY MANAGER	889,993.92	889,993.92	881,717.25	(8,276.67)	100.9
FINANCE	651,215.12	651,215.12	611,230.82	(39,984.30)	106.5
ATTORNEY	295,145.19	295,145.19	293,000.00	(2,145.19)	100.7
COMMUNITY DEVELOPMENT	458,453.17	458,453.17	481,879.52	23,426.35	95.1
GROUNDS AND FACILITY MAINT.	486,978.10	486,978.10	532,373.54	45,395.44	91.5
COMMUNITY INVOLVEMT MULTIMEDI	231,332.95	231,332.95	230,817.52	(515.43)	100.2
POLICE	3,437,375.29	3,437,375.29	3,693,867.13	256,491.84	93.1
BUILDING INSPECTIONS	113,373.90	113,373.90	117,666.44	4,292.54	96.4
PUBLIC WORKS	2,050,792.00	2,050,792.00	2,459,750.43	408,958.43	83.4
SENIOR CENTER	434,728.33	434,728.33	505,647.92	70,919.59	86.0
NON DEPARTMENTAL	606,867.67	606,867.67	535,350.00	(71,517.67)	113.4
OPERATING TRANSFERS OUT	179,000.00	179,000.00	179,000.00	.00	100.0
	10,241,297.10	10,241,297.10	10,895,324.59	654,027.49	94.0
	2,319,796.54	2,319,796.54	(526,695.66)	(2,846,492.20)	440.4

STREET IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
GENERAL REVENUES	3,352,267.03	3,352,267.03	3,233,995.92	(118,271.11)	103.7
CAPITAL REVENUES	230,453.15	230,453.15	698,000.00	467,546.85	33.0
	3,582,720.18	3,582,720.18	3,931,995.92	349,275.74	91.1
EXPENDITURES					
PAVED STREETS	2,705,476.72	2,705,476.72	3,050,271.64	344,794.92	88.7
CONSTRUCTION PROJECT	439,841.80	439,841.80	1,420,000.00	980,158.20	31.0
	3,145,318.52	3,145,318.52	4,470,271.64	1,324,953.12	70.4
	437,401.66	437,401.66	(538,275.72)	(975,677.38)	81.3

CITY OF RIFLE
FUND SUMMARY
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

CONSERVATION TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
CONSERVATION TRUST REVENUE	133,303.99	133,303.99	92,700.00	(40,603.99)	143.8
	133,303.99	133,303.99	92,700.00	(40,603.99)	143.8
EXPENDITURES					
CONSERVATION TRUST	79,253.38	79,253.38	160,000.00	80,746.62	49.5
	79,253.38	79,253.38	160,000.00	80,746.62	49.5
	54,050.61	54,050.61	(67,300.00)	(121,350.61)	80.3

VISITOR IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
VISITOR IMPROVEMENT	314,676.23	314,676.23	209,983.04	(104,693.19)	149.9
	314,676.23	314,676.23	209,983.04	(104,693.19)	149.9
EXPENDITURES					
VISITOR IMPROVEMENT	254,186.00	254,186.00	290,877.00	36,691.00	87.4
	254,186.00	254,186.00	290,877.00	36,691.00	87.4
	60,490.23	60,490.23	(80,893.96)	(141,384.19)	74.8

DOWNTOWN DEVELOPMENT DISTRICT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
DOWNTOWN DEVELOPMENT	52,175.80	52,175.80	52,161.25	(14.55)	100.0
	52,175.80	52,175.80	52,161.25	(14.55)	100.0
EXPENDITURES					
DOWNTOWN DEVELOPMENT	41,342.42	41,342.42	50,612.00	9,269.58	81.7
	41,342.42	41,342.42	50,612.00	9,269.58	81.7
	10,833.38	10,833.38	1,549.25	(9,284.13)	699.3

CITY OF RIFLE
FUND SUMMARY
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
CAPITAL REVENUE	649.87	649.87	32,400.00	31,750.13	2.0
	649.87	649.87	32,400.00	31,750.13	2.0
EXPENDITURES					
CAPITAL IMPROVEMENTS	703,464.22	703,464.22	1,801,000.00	1,097,535.78	39.1
	703,464.22	703,464.22	1,801,000.00	1,097,535.78	39.1
	(702,814.35)	(702,814.35)	(1,768,600.00)	(1,065,785.65)	(39.7)

TOURISM & INDUSTRY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
TOURISM & INDUSTRY	572,858.33	572,858.33	548,002.68	(24,855.65)	104.5
	572,858.33	572,858.33	548,002.68	(24,855.65)	104.5
EXPENDITURES					
TOURISM & INDUSTRY	798,450.61	798,450.61	812,988.49	14,537.88	98.2
	798,450.61	798,450.61	812,988.49	14,537.88	98.2
	(225,592.28)	(225,592.28)	(264,985.81)	(39,393.53)	(85.1)

URBAN RENEWAL AUTHORITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
URBAN RENEWAL	143,200.66	143,200.66	100,180.00	(43,020.66)	142.9
	143,200.66	143,200.66	100,180.00	(43,020.66)	142.9
EXPENDITURES					
URBAN RENEWAL	18,319.99	18,319.99	35,000.00	16,680.01	52.3
	18,319.99	18,319.99	35,000.00	16,680.01	52.3
	124,880.67	124,880.67	65,180.00	(59,700.67)	191.6

CITY OF RIFLE
FUND SUMMARY
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

PARKS & RECREATION

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
PARKS AND REC REVENUE	3,740,722.00	3,740,722.00	3,645,498.90	(95,223.10)	102.6
	3,740,722.00	3,740,722.00	3,645,498.90	(95,223.10)	102.6
EXPENDITURES					
RECREATION	625,078.23	625,078.23	665,179.92	40,101.69	94.0
POOL	554,441.97	554,441.97	605,796.85	51,354.88	91.5
PARK MAINTENANCE	1,437,653.25	1,437,653.25	1,622,573.48	184,920.23	88.6
PARKS CAPITAL	375,834.50	375,834.50	490,116.08	114,281.58	76.7
NON-DEPARTMENTAL	76,062.96	76,062.96	90,063.00	14,000.04	84.5
OPERATING TRANSFER OUT	300,000.00	300,000.00	300,000.00	.00	100.0
	3,369,070.91	3,369,070.91	3,773,729.33	404,658.42	89.3
	371,651.09	371,651.09	(128,230.43)	(499,881.52)	289.8

CITY OF RIFLE

FUND SUMMARY

FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
WATER REVENUE	3,405,951.81	3,405,951.81	3,762,616.00	356,664.19	90.5
WATER RIGHTS REVENUE	25,545.84	25,545.84	47,000.00	21,454.16	54.4
CAPITAL REVENUE	171,052.50	171,052.50	150,000.00	(21,052.50)	114.0
WTP SALES & USE TAX REVENUES	2,831,724.10	2,831,724.10	2,766,495.34	(65,228.76)	102.4
	6,434,274.25	6,434,274.25	6,726,111.34	291,837.09	95.7
EXPENDITURES					
WATER O&H	2,236,498.56	2,236,498.56	2,377,212.56	140,714.00	94.1
WATER RIGHTS	27,679.20	27,679.20	107,500.00	79,820.80	25.8
WATER SYSTEM IMPROVEMENTS	1,084,777.50	1,084,777.50	2,400,000.00	1,315,222.50	45.2
WATER TREATMENT PLANT DEBT	1,302,725.21	1,302,725.21	1,443,486.41	140,761.20	90.3
WATER TANK DEBT	330,588.40	330,588.40	340,591.95	10,003.55	97.1
	4,982,268.87	4,982,268.87	6,668,790.92	1,686,522.05	74.7
	1,452,005.38	1,452,005.38	57,320.42	(1,394,684.96)	2533.1

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
WASTE WATER REVENUE	3,836,267.82	3,836,267.82	3,935,251.00	98,983.18	97.5
WASTEWATER SYS IMPROVE	221,234.15	221,234.15	243,250.00	22,015.85	91.0
	4,057,501.97	4,057,501.97	4,178,501.00	120,999.03	97.1
EXPENDITURES					
SEWER O&H	2,711,093.09	2,711,093.09	2,920,303.92	209,210.83	92.8
SEWER SYSTEM IMPROVEMENTS	197,597.91	197,597.91	197,598.00	.09	100.0
	2,908,691.00	2,908,691.00	3,117,901.92	209,210.92	93.3
	1,148,810.97	1,148,810.97	1,060,599.08	(88,211.89)	108.3

SANITATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
USER FEES	743,826.92	743,826.92	797,550.00	53,723.08	93.3
	743,826.92	743,826.92	797,550.00	53,723.08	93.3
EXPENDITURES					
SANITATION OPERATIONS	787,970.65	787,970.65	789,822.21	1,851.56	99.8
SANITATION TRANSFERS	2,000.00	2,000.00	2,000.00	.00	100.0
	789,970.65	789,970.65	791,822.21	1,851.56	99.8
	(46,143.73)	(46,143.73)	5,727.79	51,871.52	(805.6)

CITY OF RIFLE
FUND SUMMARY
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

CEMETERY PERPETUAL CARE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
PERPETUAL CARE	12,259.86	12,259.86	11,500.00	(759.86)	106.6
	12,259.86	12,259.86	11,500.00	(759.86)	106.6
EXPENDITURES					
DEPARTMENT 4422	.00	.00	5,000.00	5,000.00	.0
	.00	.00	5,000.00	5,000.00	.0
	12,259.86	12,259.86	6,500.00	(5,759.86)	188.6

CITY OF RIFLE
FUND SUMMARY
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

FLEET MAINTENANCE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
INTERDEPT REVENUE	657,300.35	657,300.35	839,466.50	182,166.15	78.3
	657,300.35	657,300.35	839,466.50	182,166.15	78.3
EXPENDITURES					
FLEET MAINTENANCE	492,669.56	492,669.56	440,398.49	(52,271.07)	111.9
CAPITAL	338,482.73	338,482.73	350,000.00	11,517.27	96.7
	831,152.29	831,152.29	790,398.49	(40,753.80)	105.2
	(173,851.94)	(173,851.94)	49,068.01	222,919.95	(354.3)

CITY OF RIFLE

FUND SUMMARY

FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

INFORMATION TECH MAINTENANCE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
INTERDEPT REVENUES	799,977.90	799,977.90	800,450.00	472.10	99.9
I.T. LOAN REVENUES	174,000.00	174,000.00	174,000.00	.00	100.0
	973,977.90	973,977.90	974,450.00	472.10	100.0
EXPENDITURES					
I.T. MAINTENANCE	854,374.07	854,374.07	892,413.44	38,039.37	95.7
I.T. CAPITAL	77,803.58	77,803.58	174,000.00	96,196.42	44.7
	932,177.65	932,177.65	1,066,413.44	134,235.79	87.4
	41,800.25	41,800.25	(91,963.44)	(133,763.69)	45.5

CITY OF RIFLE
AGENDA ITEM REPORT
MEETING DATE: March 1, 2023

Agenda Item #b.

Agenda Item Name:
Discuss Habitat for Humanity Project

Presenter:
Tommy Klein, City Manager

Item Description:
Discuss Habitat for Humanity Project

Recommended Action:
None

Fiscal Impact:
None

Operational Impact:
None

Prior Board Motions:
None

Background Information:
Habitat for Humanity provided a presentation to Council on January 18, 2023, on a project they wished to pursue that would involve leasing a site at the Energy Innovation Center. The BOCC raised concerns about the project at the February 27, 2023, meeting.

Executive Summary:
Habitat for Humanity provided a presentation to Council on January 18, 2023, on a project they wish to pursue that would involve leasing a site at the Energy Innovation Center. The BOCC raised concerns about the project at the February 27, 2023, meeting. The BOCC has concerns that the project will conflict with private enterprise.

Notification Requirements:
None

Prepared By:
Tommy Klein, City Manager

Attachments:
None

CITY OF RIFLE
AGENDA ITEM REPORT
MEETING DATE: March 1, 2023

Agenda Item #5.a.

Agenda Item Name:
Consider Minutes of the February 15, 2023, Regular Meeting

Presenter:
Misty Williams, City Clerk

Item Description:
Consider Minutes of the February 15, 2023, Regular Meeting

Recommended Action:
Move to approve the minutes of the February 15, 2023, 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 February 15, 2023, Regular Meeting

Notification Requirements:
N/A

Prepared By:
Alexis Ramirez, Deputy City Clerk

Attachments:
1. 02.15.2023 DRAFT Minutes

RIFLE CITY COUNCIL

REGULAR MEETING

February 15, 2023
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 Ed Green.

Present at Roll Call:
Mayor Ed Green, Councilor Alicia Gresley, Councilor Joe Carpenter, Councilor Brian Condie, Councilor Clint Hostettler and Councilor Sean Strode.

Councilor Sean Strode moved to excuse Councilor Chris Bornholdt; seconded by Councilor Clint Hostettler.
Roll Call: Yes - Joe Carpenter, Alicia Gresley, Ed Green, Brian Condie, Clint Hostettler, and Sean Strode.
No - None.

Others Present:
City Manager Tommy Klein, City Clerk Misty Williams, City Attorney Associate Lawrence Bond, Rifle Community Television (RCTV) Salvador Tovar-Guzman, Chief of Police Debra Funston, Planning Director Patrick Waller, IT Director Kelly Thompson, Esmeralda Cornejo and Octavio Diaz.

PUBLIC COMMENT
No public comment was heard.

CONSENT AGENDA – CONSIDER APPROVING THE FOLLOWING ITEMS:

A. Consider Minutes of the February 1, 2023, Regular Meeting
B. Consider Modification of Premises for Walmart Inc. dba Walmart #5232
C. Consider Liquor License Renewal for El Rincon Centroamericano dba El Rincon Centroamericano
D. Consider Ordinance No. 4, Series of 2023 to Change GRIT Board Membership Requirements – 2nd Reading
E. Consider Landscape Maintenance / Snow Removal Contractor

Councilor Sean Strode moved to approve Consent Agenda Items A, B, C, D and E; seconded by Councilor Alicia Gresley.
Roll Call: Yes - Ed Green, Brian Condie, Clint Hostettler, Alicia Gresley, Joe Carpenter, and Sean Strode.
No – None.

PUBLIC HEARING
(Acting as Liquor Licensing Authority) Public Hearing – Consider Application by Tapatios2, LLC. dba Tapatios for a Hotel & Restaurant Liquor License at 120 East 3rd Street, Unit C

Mayor Ed Green opened the public hearing.

Applicant Esmeralda Cornejo was sworn in and presented Hotel & Restaurant application for Tapatios2, LLC dba Tapatios located at 120 East 3rd Street, Unit C, Rifle, CO.

City Clerk Misty Williams provided overview of the Hotel & Restaurant liquor license application received on January 9, 2023 for Tapatios2, LLC dba Tapatios. The public hearing for this application was properly noticed, the application is complete, the appropriate fees have been paid and a petition that reflected the neighborhood's needs and desires was also submitted. Tapatios is a family oriented restaurant and its primary business is to serve meals. This application was submitted to the State of Colorado Liquor Enforcement Division on January 25, 2023 for concurrent review. Staff recommends approval of the Hotel and Restaurant application for Tapatios2, LLC dba Tapatios Restaurant.

Applicant Esmeralda Cornejo was present to answer questions for Council.

No public comments were heard.

Mayor Ed Green closed the public hearing.

Councilor Clint Hostettler moved to approve Hotel & Restaurant liquor license application for Tapatios2, LLC dba Tapatios located at 120 East 3rd Street, Unit C; seconded by Councilor Joe Carpenter.
Roll Call: Yes - Sean Strode, Brian Condie, Joe Carpenter, Clint Hostettler, Alicia Gresley and Ed Green.
No – None

REGULAR AGENDA
Consider Resolution No. 7, Series of 2023 – Resolution of Substantial Compliance for Fritzlan Annexation

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO, FINDING THE FRITZLAN ANNEXATION PETITION TO BE IN SUBSTANTIAL COMPLIANCE WITH STATE STATUTES AND SETTING A PUBLIC HEARING ON SAID PETITION.

Planning Director Patrick Waller presented the request to consider Resolution No. 7, Series of 2023 – Resolution of Substantial Compliance for Fritzlan Annexation. The applicant is applying for annexation into the City of Rifle. The resolution of substantial compliance is the first step in the annexation process and required by Colorado State Statute. This resolution only provides a representation from the applicant that they meet State Statute requirements to request an annexation into the City. A public hearing will be set for review of the annexation on April 19, 2023. The subject property is located north west of the intersection of Megan Avenue and Last Chance Drive. The property is approximately 7.9 acres and residential development is proposed. The Planning Commission public hearing to consider the annexation and rezoning request is scheduled for March 28, 2023.

Councilor Clint Hostettler moved to approve Resolution No. 7, Series of 2023 – Resolution of Substantial Compliance for Fritzlan Annexation; seconded by Councilor Sean Strode.
Roll Call: Yes - Brian Condie, Ed Green, Alicia Gresley, Sean Strode, Joe Carpenter, and Clint Hostettler.
No – None

Consider Resolution No. 8, Series of 2023 – Extend the Final Plat Approval for Pioneer Mesa Subdivision – Filing 2

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO, EXTENDING THE FINAL PLAT APPROVAL FOR PIONEER MESA SUBDIVISION, FILING 2.

Planning Director Patrick Waller presented request to consider Resolution No. 8, Series of 2023 – Extend the Final Plat Approval for Pioneer Mesa Subdivision – Filing 2. The Rifle Municipal Code requires that a Final Plat be recorded within one-year of approval of the application. If the Final Plat is not recorded and an extension is not approved by Council, the subdivision approval becomes void. City Council approved the Final Plat for Pioneer Mesa Subdivision on April 6, 2022. The applicant has submitted a request to extend the approval.

Councilor Clint Hostettler moved to approve Resolution No. 8, Series of 2023 – Extend the Final Plat Approval for Pioneer Mesa Subdivision – Filing 2; seconded by Councilor Sean Strode.
Roll Call: Yes - Ed Green, Sean Strode, Alicia Gresley, Brian Condie, Clint Hostettler and Joe Carpenter.
No – None.

Consider Resolution No. 9, Series of 2023 – Support for FMLD Mini-Grant Application for Grand Hogback Trail System

A RESOLUTION OF THE CITY OF RIFLE, COLORADO SUPPORTING A MINI GRANT APPLICATION TO THE GARFIELD COUNTY FEDERAL MINERAL LEASE DISTRICT FOR THE GRAND HOGBACK TRAIL SYSTEM.

Planning Director Patrick Waller presented request to consider Resolution No. 9, Series of 2023 – Support for FMLD Mini Grant Application for Grand Hogback Trail System. The FMLD Mini Grant request amount is $25,000.00 and there are no matching funds required. This is an importance piece to the progression of full construction plans of the Grand Hogback Trail System as it requires an additional $90,000.00. Staff recommends approval of Resolution No. 9, Series of 2023 to move forward in application process.

Councilor Clint Hostettler moved to approve Resolution No. 9, Series of 2023 – Support for FMLD Mini-Grant Application for Grand Hogback Trail System; seconded by Councilor Sean Strode.
Roll Call: Yes - Ed Green, Clint Hostettler, Alicia Gresley, Brian Condie, Joe Carpenter, and Sean Strode.
No – None.

Report to City Manager
Reports were heard from City Manager Tommy Klein.

Comments from Mayor and Council
Comments were heard from Councilor Alicia Gresley, Councilor Sean Strode, Councilor Brian Condie and Mayor Ed Green.

Adjournment
Meeting adjourned at 7:56 p.m.

Misty Williams City Clerk	Ed Green Mayor

CITY OF RIFLE
AGENDA ITEM REPORT
MEETING DATE: March 1, 2023

Agenda Item #5.b.

Agenda Item Name:
Consider Report of Changes - Capitol Deli, Inc dba Capitol Deli

Presenter:
Misty Williams, City Clerk

Item Description:
Change of Corporation for Capitol Deli, Inc dba Capitol Deli

Recommended Action:
Approve change of Corporation for Capitol Deli, Inc dba Capitol Deli

Fiscal Impact:
None

Operational Impact:
None

Prior Board Motions:
None

Background Information:
Capitol Deli, Inc dba Capitol Deli located at 851 Railroad Avenue, Rifle, CO has submitted a Report of Changes (Change of Corporation-Hotel & Restaurant License) application. The Report of Changes is to reflect Capitol Deli's change from an LLC to an S-Corporation.

The following criteria have been met by the applicant:
*The application is complete
*Appropriate fees have been paid in full

I recommend approval of the Report of Changes (Change of Corporation - Hotel & Restaurant License) application for Capitol Deli, Inc dba Capitol Deli.

Executive Summary:
None

Notification Requirements:
None

Prepared By:

Alexis Ramirez, Deputy City Clerk

Attachments:

1. Capitol Deli Report of Changes

DR 8442 (01/14/22)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
(303) 205-2300

Permit Application and Report of Changes

All Answers Must Be Printed in Black Ink or Typewritten

1. Applicant is a ☒ Corporation ☐ Individual ☐ Partnership ☐ Limited Liability Company	License Number
2. Name of Licensee: Capitol Deli, Inc	3. Trade Name of Establishment (DBA): Capitol Deli
4. Address of Premises (specify exact location of premises): 851 Railroad Ave	5. Business Email Address

City	County	State	ZIP	Business Phone Number
Rifle	GARFIELD	CO	81650	9706659647

SELECT THE APPROPRIATE SECTION BELOW AND PROCEED TO THE INSTRUCTIONS ON PAGE 2.

Section A – Manager Reg/Change

- ☐ Manager's Registration (Hotel & Restr.) $75.00
- ☐ Manager's Registration (Tavern) $75.00
- ☐ Manager's Registration (Lodging & Entertainment) $75.00
- ☐ Change of Manager (Other Licenses pursuant to section 44-3-301(8), C.R.S.) NO FEE

Section B – Duplicate License

- ☐ Duplicate License $50.00

Section C

- ☐ Retail Warehouse Storage Permit (ea) $100.00
- ☐ Wholesale Branch House Permit (ea).............. $100.00
- ☒ Change Corp. or Trade Name Permit (ea)......... $50.00
- ☐ Change Location Permit (ea)........................... $150.00
- ☐ Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change............................ $150.00
- ☐ Change, Alter or Modify Premises — $150.00 x | Total Fee:
- ☐ Addition of Optional Premises to Existing H/R — $100.00 x | Total Fee:
- ☐ Addition of Related Facility to an Existing Resort or Campus Liquor Complex — $160.00 x | Total Fee:
- ☐ Campus Liquor Complex Designation ....No Fee
- ☐ Sidewalk Service Area $75.00

Do Not Write in This Space – For Department of Revenue Use Only

Date License Issued	License Account Number	Period

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 of Revenue may collect the payment amount directly from your bank account electronically.	**TOTAL AMOUNT DUE**	$ 50 .00

Instruction Sheet

For All Sections, Complete Questions 1-5 Located on Page 1

☐ **Section A**

To Register or Change Managers, check the appropriate box in section A and complete question 9 on page 4. Proceed to the Oath of Applicant for signature. Submit to State Licensing Authority for approval.

☐ **Section B**

For a Duplicate license, be sure to include the liquor license number in section B on page 1 and proceed to page 5 for Oath of Applicant signature.

☒ **Section C**

Check the appropriate box in section C and proceed below.

1) ***For a Retail Warehouse Storage Permit,*** go to page 3 complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Submit to State Licensing Authority for approval.

2) ***For a Wholesale Branch House Permit,*** go to page 3 and complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Submit to State Licensing Authority for approval.

✓ 3) ***To Change Trade Name or Corporation Name,*** go to page 3 and complete question 6 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.

4) ***To modify Premise, or add Sidewalk Service Area,*** go to page 4 and complete question 10. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.

5) ***For Optional Premises*** go to page 4 and complete question 10. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County).

6) ***To Change Location,*** go to page 3 and complete question 7. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.

7) ***Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change,*** go to page 4, and complete question 8. Use this section to make a current Noncontiguous Manufacturing Location into a Primary Manufacturing Location, or a Primary Manufacturing Location into a Noncontiguous Manufacturing Location. To be eligible for a Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change, you must be a Colorado state licensed manufacturer of vinous liquor pursuant to section 44-3-402 or 44-3-403, C.R.S.

8) ***Campus Liquor Complex Designation,*** go to page 5 and complete question 11. Submit the necessary information and proceed to page 5 for Oath of Applicant signature.

9) ***To add another Related Facility*** to an existing Resort or Campus Liquor Complex, go to page 5 and complete question 12.

Storage Permit

5. Retail Warehouse Storage Permit or a Wholesalers Branch House Permit

☐ **Retail Warehouse Permit for:**

☐ On–Premises Licensee (Taverns, Restaurants etc.)

☐ Off–Premises Licensee (Liquor stores)

☐ **Wholesalers Branch House Permit**

Address of storage premise: ______________________

City ______________, County ______________ ZIP ______________

Attach a deed/lease or rental agreement for the storage premises.

Attach a detailed diagram of the storage premises.

Change Trade Name or Corporate Name

6. Change of Trade Name or Corporation Name

☐ Change of Trade name/DBA only

☒ Corporate Name Change (Attach the following supporting documents)

1. Certificate of Amendment filed with the Secretary of State, or
2. Statement of Change filed with the Secretary of State, and
3. Minutes of Corporate meeting, Limited Liability Members meeting, Partnership agreement.

Old Trade Name	New Trade Name
Old Corporate Name Capitol Deli, LLC	New Corporate Name Capitol Deli, Inc

Change of Location

7. Change of Location

NOTE TO RETAIL LICENSEES: An application to change location has a local application fee of $750 payable to your local licensing authority. You may only change location within the same jurisdiction as the original license that was issued. Pursuant to 44-3-311(1) C.R.S. Your application must be on file with the local authority thirty (30) days before a public hearing can be held.

Date filed with Local Authority ______________ **Date of Hearing** ______________

(a) Address of current premises ______________________

City ______________ County ______________ ZIP ______________

(b) Address of proposed New Premises (Attach copy of the deed or lease that establishes possession of the premises by the licensee)

Address ______________________

City ______________ County ______________ ZIP ______________

(c) New mailing address if applicable.

Address ______________________

City ______________ County ______________ State ______ ZIP ______________

(d) Attach detailed diagram of the premises showing where the alcohol beverages will be stored, served, possessed or consumed. Include kitchen area(s) for hotel and restaurants.

Winery/Limited WineryNoncontiguous or Primary Manufacturing Location Change

8. Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change

Select the option that applies to your situation:

☐ Make a current Primary Manufacturing Location (Location 1) into a Noncontiguous Location (Location 2); or

☐ Make a current Noncontiguous Manufacturing Location (Location 1) into a Primary Manufacturing Location (Location 2).

(a) Address of Location 1: ______________________________

City ____________________ County ____________________ ZIP ____________

(b) Address of Location 2: ______________________________

City ____________________ County ____________________ ZIP ____________

Change of Manager

9. Change of Manager or to **Register the Manager** of a Tavern, Hotel and Restaurant, Lodging & Entertainment liquor license or licenses pursuant to section 44-3-301(8), C.R.S.

(a) Change of Manager (attach Individual History DR 8404-I H/R, Tavern and Lodging & Entertainment only)

Former manager's name ______________________________

New manager's name ______________________________

(b) Date of Employment ____________

Has manager ever managed a liquor licensed establishment? .... ☐ Yes ☐ No

Does manager have a financial interest in any other liquor licensed establishment? .... ☐ Yes ☐ No

If yes, give name and location of establishment ______________________________

____

Modify Premises or Addition of Optional Premises, Related Facility, or Sidewalk Service Area

10. Modification of Premises, Addition of an Optional Premises, Addition of Related Facility, or Addition of a Sidewalk Service Area

NOTE: Licensees may not modify or add to their licensed premises until approved by state and local authorities.

(a) Describe change proposed ______________________________

____

____

(b) **If the modification is temporary,** when will the proposed change:

Start ____________ (mo/day/year) End ____________ (mo/day/year)

NOTE: THE TOTAL STATE FEE FOR TEMPORARY MODIFICATION IS $300.00

(c) Will the proposed change result in the licensed premises now being located within 500 feet of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?

(If yes, explain in detail and describe any exemptions that apply) .... ☐ Yes ☐ No

(d) Is the proposed change in compliance with local building and zoning laws? .... ☐ Yes ☐ No

(e) If this modification is for an additional Hotel and Restaurant Optional Premises has the local authority authorized by resolution or ordinance the issuance of optional premises? .... ☐ Yes ☐ No

(f) Attach a diagram of the current licensed premises and a diagram of the proposed changes for the licensed premises.

(g) Attach any existing lease that is revised due to the modification.

(h) For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), 1 C.C.R. 203-2, include documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.

Campus Liquor Complex Designation	**11. Campus Liquor Complex Designation** An institution of higher education or a person who contracts with the institution to provide food services (a) I wish to designate my existing ______________ Liquor License # ______________ to a Campus Liquor Complex .... ☐ Yes ☐ No
Additional Related Facility	**12. Additional Related Facility** To add a Related Facility to an existing Resort or Campus Liquor Complex, include the name of the Related Facility and include the address and an outlined drawing of the Related Facility Premises. (a) Address of Related Facility ______________ (b) Outlined diagram provided .... ☐ Yes ☐ No

Oath of Applicant

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge

Signature	Print name and Title	Date
Dusti Budd	Dusti Budd / CEO	2/20/23

Report and Approval of LOCAL Licensing Authority (CITY / COUNTY)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the applicable provisions of Title 44, Articles 4 and 3, C.R.S., as amended. **Therefore, This Application is Approved.**

Local Licensing Authority (City or County)	Date filed with Local Authority

Signature	Title	Date

Report of STATE Licensing Authority

The foregoing has been examined and complies with the filing requirements of Title 44, Article 3, C.R.S., as amended.

Signature	Title	Date

CITY OF RIFLE
AGENDA ITEM REPORT
MEETING DATE: March 1, 2023

Agenda Item #5.c.

Agenda Item Name:
Consider Liquor License Renewal for Kum & Go, LC dba Kum and Go #4923

Presenter:
Misty Williams, City Clerk

Item Description:
Consider Liquor License Renewal for Kum & Go, LC dba Kum and Go #4923

Recommended Action:
Move to approve the Liquor License Renewal for Kum and Go, LC dba Kum and Go #4923

Fiscal Impact:
N/A

Operational Impact:
N/A

Prior Board Motions:
N/A

Background Information:
Kum & Go, LC dba Kum and Go #4923 is located at 705 Taughenbaugh Blvd. Rifle, CO has submitted a Fermented Malt Beverage (off-premise) 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, Deputy City Clerk

Attachments:
1. REDACTED - Kum & Go Liquor License Renewal

DR 8400 (03/10/22)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division

Submit to Local Licensing Authority

KUM & GO #4923
1459 GRAND AVE
Des Moines IA 50309

Fees Due	
Renewal Fee	146.25
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	$

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 or Fermented Malt Beverage License Renewal Application

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

Licensee Name KUM & GO LC		Doing Business As Name (DBA) KUM & GO #4923	
Liquor License # 12-40424-0038	License Type Fermented Malt Beverage Off (city)		
Sales Tax License Number 012404240038	Expiration Date 05/18/2023	Due Date 04/03/2023	
Business Address 705 TAUGHENBAUGH BLVD Rifle CO 81650-2721			Phone Number 9706255062
Mailing Address 1459 GRAND AVE Des Moines IA 50309		Email licenses@kumandgo.com	
Operating Manager Cherri Holtz	Date of Birth	Home Address	Phone Number 770-274-3715

1. Do you have legal possession of the premises at the street address above? ☑ Yes ☐ No
   Are the premises owned or rented? ☐ Owned ☑ Rented* *If rented, expiration date of lease 11/14/2033

2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. ☐ Yes ☑ No

3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) ☐ Yes ☑ No

3b. If so, which are you renewing? ☐ Delivery ☐ Takeout ☐ Both Takeout and Delivery

4a. 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

4b. 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)? 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. ☐ Yes ☑ No

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? If yes, attach a detailed explanation. ☐ Yes ☑ No

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? If yes, attach a detailed explanation. ☑ Yes ☐ No See Attached Violations List

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? If yes, attach a detailed explanation. ☑ Yes ☐ No See Attached Locations List

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	Title
Camille Hayes	Compliance Analyst
Signature	**Date**
Camille Hayes	2/6/2023

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		Date
Signature	**Title**	**Attest**

DR 8495 (07/23/19)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division

Tax Check Authorization, Waiver, and Request to Release Information

I, Camille Hayes am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Kum & Go LC (the "Applicant/Licensee") 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 paymentobligations.

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.

Name (Individual/Business)		Social Security Number/Tax Identification Number
Kum + Go #4923		0124042400038
Address		
705 Taughenbaugh Blvd		
City	State	Zip
Rifle	CO	81650
Home Phone Number	Business/Work Phone Number	
---	515-457-6000	
Printed name of person signing on behalf of the Applicant/Licensee		
Camille Hayes		
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information)		Date signed
Camille Hayes		2/6/2023

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).

CITY OF RIFLE
AGENDA ITEM REPORT
MEETING DATE: March 1, 2023

Agenda Item #5.d.

Agenda Item Name:
Notification of Fitness Equipment Declared as Surplus

Presenter:
Tommy Klein, City Manager

Item Description:
Notification of Fitness Equipment Item Declared as Surplus

Recommended Action:
None - For review only

Fiscal Impact:
None

Operational Impact:
None

Prior Board Motions:
None

Background Information:
Please see the Executive Summary

Executive Summary:
The Rifle Municipal Code mandates that I notify Council of the status of property that is declared surplus within 30 days. On February 21, 2023, an elliptical machine was declared surplus pursuant to Rifle Municipal Code Section 4-3-610.

The Code states in part:

The City Manager may declare all personal property purchased by the City at a cost of less than twenty-five thousand dollars ($25,000.00) to be surplus, but nothing in this Section shall prohibit the City Manager from referring surplus designation decisions on such property to the City Council.

This machine was purchased in 2018 for $315.76.

The code states that the City Manager may sell, destroy or dispose of the item. The item has been donated to LiftUp under the disposal clause.

Notification Requirements:
City Council must be notified within 30 days of disposal of property.

Prepared By:
Tommy Klein, City Manager

Attachments:
1. Surplus 2023 (1)

MEMORANDUM

TO: HONORABLE MAYOR AND COUNCIL
FROM: TOMMY KLEIN, CITY MANAGER
DATE: FEBRUARY 21, 2023
RE: ITEM DECLARED SURPLUS

The Rifle Municipal Code mandates that I notify Council of the status of property that is declared surplus within 30 days of disposal. On February 21, 2023, an elliptical machine was declared surplus pursuant to Rifle Municipal Code Section 4-3-610.

The Code states in part:

The City Manager may declare all personal property purchased by the City at a cost of less than twenty-five thousand dollars ($25,000.00) to be surplus, but nothing in this Section shall prohibit the City Manager from referring surplus designation decisions on such property to the City Council.

This machine was purchased in 2018 for $315.76.

The code states that the City Manager may sell, destroy or dispose of the item. The item has been donated to LiftUp under the disposal clause.

Respectfully submitted,

Tommy Klein

~~Tommy Klein~~

CITY OF RIFLE
AGENDA ITEM REPORT
MEETING DATE: March 1, 2023

Agenda Item #7.a.

Agenda Item Name:
Receive Presentation from Mountain Waste & Recycling

Presenter:
Doug Goldsmith

Item Description:
Receive quarterly presentation from Mountain Waste & Recycling

Recommended Action:
None

Fiscal Impact:
None

Operational Impact:
None

Prior Board Motions:
None

Background Information:
Mountain Waste presents information to Council on a quarterly basis. According to the current contract, Mountain Waste is required to present to Council at least semi-annually.

Mountain Waste & Recycling will provide the City of Rifle with semi-annual reports that reflect information about Rifle residential customers and industrial / commercial / multi-family units (MFU) serviced. These reports will reflect:
• Number of residential households & industrial / commercial / MFUs being serviced
• Data on the number of residential households that are recycling
• Data on the number of industrial / commercial / MFUs that are recycling
• Diversion rates of volumetric collections to inform the citizens and encourage and promote recycling
• Annual tonnage reports for both recyclables and solid waste.

During the presentations, the company may ask for a rate adjustment based on fuel costs. The contract states in part:

At reasonable times during the term of this Agreement, [,] MOUNTAIN WASTE may petition the City for adjustments in the base rates set forth herein based upon documented changes in the cost of doing business, such as revised laws or regulations, changes in disposal locations, or changes in disposal fees. Any such increase must be approved by City Council.

Fuel costs are calculated "on a quarterly basis [and] will be based on the preceding quarter's average of the Rocky Mountain price of diesel fuel reported weekly by the Department of Energy in its retail On-Highway Prices index.

Executive Summary:
None

Notification Requirements:
None

Prepared By:
Tommy Klein, City Manager

Attachments:
1. Colorado 2021 Recycling Report
2. 2022 Diversion Report

THE STATE OF RECYCLING & COMPOSTING IN COLORADO

6th edition

2022

CoPIRG
Standing Up To Powerful Interests

eco·cycle®

2022 STATE OF RECYCLING & COMPOSTING IN COLORADO

6th annual report

VIEW THE REPORT ONLINE AT
WWW.ECOCYCLE.ORG/SORC-REPORT

Authors

Rachel Setzke, Eco-Cycle

Eco-Cycle is a Zero Waste pioneer and one of the nation's oldest and largest nonprofit recyclers. Eco-Cycle innovates, implements, and advocates for local and global Zero Waste solutions to foster a more regenerative, equitable, and climate-resilient future.

For more information, visit www.ecocycle.org

Danny Katz, CoPIRG

CoPIRG, the Colorado Public Interest Research Group, is a nonprofit, nonpartisan public interest advocacy group with thousands of dues-paying members across the state.

For more information, visit www.copirg.org

EXECUTIVE SUMMARY

Amid historic supply chain disruptions, rampant climate change, and plastic pollution, there has never been a better time to transform Colorado's recycling system to become the foundation of our Circular Economy for the future. The year 2022 will be remembered as the year Colorado took bold steps toward becoming a national leader in recycling—not yet as measured by recycling and composting rates*, but rather as a leader in recycling policy thanks to the passage of HB22-1355: Producer Responsibility for Recycling Packaging and Paper. Colorado's new Producer Responsibility bill has been hailed as a national model because it is 100% producer funded and managed, it will build out recycling infrastructure and services in both rural and urban areas across the state, and because the bill was the result of extensive stakeholder input from environmental groups, the recycling industry, local governments, and producers. To be clear, the state's recycling rate is 16%, still half the national average,[1] and there is a lot more work to do, but the state and the many individuals, local governments, and businesses that have worked tirelessly together over the past few years deserve to celebrate this milestone victory.

1

FIGURE 1. COLORADO'S MUNICIPAL RECYCLING RATE, 2021[2]

Currently, only around 30% of Coloradans are guaranteed access to curbside recycling.[3] Once HB22-1355 is fully implemented, all Coloradans will have free convenient access to recycling.

* For the purpose of this report, recycling and composting rates (hereafter "recycling rate") refer to the amount of material captured for diversion through recycling, composting, mulching, or biochar production. See the appendix for more about calculating the recycling rate.

Governor Jared Polis signed House Bill 22-1355 and House Bill 22-1159 into law on June 3, 2022, accompanied by First Gentleman Marlon Reis, bill sponsors Sen. Kevin Priola and Rep. Lisa Cutter, and bill champions from Eco-Cycle and Recycle Colorado.

With the May 2022 passage of HB22-1355: Producer Responsibility for Recycling Packaging and Paper, Colorado is poised to jump from being a laggard to becoming a leader in recycling. House Bill 22-1355, sponsored by Representative Lisa Cutter and Senators Kevin Priola and Julie Gonzales, will transform how we recycle in Colorado, making it easy for all Coloradans to recycle more paper, plastics, aluminum cans, glass bottles, cardboard, and other packaging materials. It will also help businesses by creating a more resilient domestic supply of recycled materials to make new products. A Producer Responsibility system will rapidly improve Colorado's recycling rate and result in fewer greenhouse gas emissions, cleaner air and water, less waste sent to landfills, and stronger local economies.

Producer Responsibility is one of several significant accomplishments achieved in 2022 that will propel Colorado's Zero Waste efforts forward, including:

- HB22-1159: Governor Polis and the Colorado Department of Public Health and the Environment championed the Waste Diversion and Circular Economy Development Center to establish a center to support and recruit businesses that use recycled materials to make new products, establishing much-needed end markets and local jobs.
- The Colorado Department of Public Health and Environment (CDPHE) made significant strides to address wasted food, yard debris, manure, and other organic wastes through their first Statewide Organics Management Plan, which analyzes and makes recommendations to fill gaps in composting infrastructure and use.
- CDPHE commissioned research that created baseline assessments of recycling and organics diversion access to better measure and guide improved diversion efforts.
- In addition, many communities across Colorado have made progress toward adding or expanding recycling and/or organics diversion programs.

These efforts will be further supported by ongoing implementation of past successes, including the Front Range Waste Diversion (FRWD) program and the Plastic Pollution Reduction Act.

While Colorado's overall recycling rate still hovers at 16%, numerous communities continue to show how recycling and composting can be successful.[4] This year's top programs include the following cities and counties:

FIGURE 2. COLORADO'S LEADERS FOR BEST RECYCLING AND COMPOSTING PROGRAMS IN 2021[5]

FRONT RANGE LEADERS	COMMUNITY	RECYCLING & COMPOSTING RATE*
Best citywide—residential and commercial	City of Boulder	44%
Best residential	City of Loveland	58%
Best county-level—residential and commercial	Boulder County	38%
Best industrial	City of Fort Collins	66%
GREATER COLORADO LEADERS		
Best citywide—residential and commercial	City of Durango	37%
Best residential	Towns of Telluride & Mountain Village	28%
Best county-level—residential and commercial	Pitkin County	48%

* See Appendix for details on data collection terminology and how rates are calculated.

However, despite state and local efforts to increase recycling and composting programs, many Coloradans remain without convenient access to recycling and composting services. **Less than one-third of Colorado residents have guaranteed access to recycling through municipal hauling, contracts, or ordinances.[6]** That percentage drops significantly for residents living in apartments and in rural areas, which are consistently under-resourced.

When fully in place, Colorado's new Producer Responsibility system for recycling will provide free recycling access to all Coloradans, including historically under-resourced populations. Communities are already exploring ways to improve recycling access for residents in anticipation of implementing the program in 2026, when access to recycling services will be paid for by producers.

Access to curbside organics collection is even less available than recycling and will not be addressed through the Producer Responsibility system created in HB22-1355. Fewer than 5% of Front Range residents and no Greater Colorado residents have guaranteed curbside organics collection services.[7] There is, however, momentum to increase organics diversion services through permanent drop-off sites for food and/or yard waste and a growing number of entrepreneurial businesses providing subscription organics collection services throughout the state. In addition, municipalities across the state are actively working to expand curbside organics collection, the most notable of which is Denver, where the City Council voted in June to expand waste services to provide curbside organics collection to Denver residences (single-family homes and apartments of seven units or fewer).

3

FIGURE 3. WASTE DIVERSION GOALS AND ACTUAL RATES OF WASTE DIVERSION[8]

DIVERSION RATE & GOALS	2021 (actual)	2021 GOAL	2026 GOAL	2036 GOAL
Front Range	16%	32%	39%	51%
Greater Colorado	12%	10%	13%	15%
Statewide	16%	28%	35%	45%

Lack of access to convenient diversion programs is the main reason that the state fell far short of meeting its 2021 goal of recycling and composting 28% of municipal solid waste.[9]

In 2021, Colorado landfilled over 530,000 tons of valuable recyclable materials found in common packaging and paper products (e.g., jars, bottles, cans, boxes).[10] This is the same material that international corporations and local small businesses alike have been challenged to source in the past few years as supply chains have been disrupted. This represents not only a missed economic opportunity, but also a lost chance to further reduce climate impacts. Fortunately, this is also the same material that will be targeted for easier collection and recycling back into the supply chain through HB22-1355: Producer Responsibility for Recycling Packaging and Paper.

RECYCLING AND COMPOSTING ARE KEY TO COLORADO'S FIGHT AGAINST CLIMATE CHANGE

Colorado's low recycling rate already equates to a significant positive climate impact. **By diverting just over one million tons of materials from landfills in 2021, Coloradans saved the equivalent greenhouse gasses to removing 430,000 gas-powered cars from the road.[11]**

Colorado's recent policy wins put the state on the cusp of becoming a national leader, but simply passing policy will not achieve the needed changes in our recycling rates. To make these policies successful, we must now focus on implementation. The immediate priority is to successfully implement Producer Responsibility to transform our disjointed recycling system into a coordinated, efficient statewide program that cuts climate pollution, creates good green jobs, and builds a more resilient domestic supply chain. Second, in the longer term, the state can begin building the infrastructure and policies to support greater composting of food and yard debris based on the strategies mapped out in the new Statewide Organics Management Plan. Together, the steps and recommendations outlined in this plan and implementation of Producer Responsibility will help Colorado move toward a sustainable, equitable future.

4

FIGURE 4. RECYCLING & COMPOSTING ARE KEY TO COLORADO'S FIGHT AGAINST CLIMATE CHANGE[12]

	2021 actual	2021 CO goal	2030 EPA goal
Recycling rate	15%	28%	50%
Reduction in greenhouse gas emissions (MTC02E)	1,900,000	3,500,000	6,300,000
Equivalent # of cars removed from road annually	400,000	750,000	1,300,000
Equivalent barrels of oil conserved	2,300,000	4,300,000	7,600,000
Tons of material diverted	1,100,000	2,000,000	3,500,000

2022
Annual Waste Diversion Report to The City of Rifle, CO

	Number of Residential Customers	Trash Tonnage	Single Stream Recycling	Total Landfill Diversion / TONS	2022 Landfill diversion Rate	2021 Landfill diversion Rate
January	2724	248.22	62.89	62.89	20.21%	16.63%
February	2724	216.96	26.55	26.55	10.90%	17.15%
March	2736	325.44	56.02	56.02	14.69%	18.62%
April	2736	331.60	67.8	67.8	16.98%	15.61%
May	2737	319.45	66.4	66.4	17.21%	17.31%
June	2741	361.05	85.23	85.23	19.10%	18.77%
July	2737	302.59	85.7	85.7	22.07%	21.84%
August	2736	367.13	79.16	79.16	17.74%	17.82%
September	2738	321.32	75.27	75.27	18.98%	17.14%
October	2738	326.09	70.66	70.66	17.81%	21.21%
November	2741	300.22	69.33	69.33	18.76%	19.43%
December	2732	310.65	72.92	72.92	19.01%	20.68%
Summary Avg.	2735	3730.72	817.93	817.93	17.98%	18.41%
		7,461,440	pounds	1,635,860	pounds	

Note: 5 Service Weeks

	2022	2021
City Of Rifle	16.61%	18.41%

Agenda Item #8.a.

Agenda Item Name:
Consider Amending the 2022 Budget - Supplemental Appropriations #2

Presenter:
Scott Rust, Finance Director

Item Description:
Consider Amending the 2022 Budget - Supplemental Appropriations #2

Recommended Action:
First, move to approve ***Resolution No. 10, Series of 2023*** to Amend the 2022 Budget

Second, move to approve ***Ordinance No. 5, Series of 2023*** to Adopt Supplemental Appropriations for the 2022 Budget on its first and only reading as presented, and order it to be published in full as required by Charter.

Fiscal Impact:
The request to amend the 2022 budget will ensure sufficient appropriations are available in each individual fund to cover the necessary expenses of the City of Rifle. The request to amend the budget is consistent with governmental practices and state law.

Operational Impact:
Amending the 2022 budget and approving the additional appropriations by ordinance will provide the legal authority to cover the additional expenditures in the Fleet Fund (610). Supplemental appropriations are required when the budget is not sufficient. Throughout 2022, the City of Rifle, as a whole, encountered significant inflationary pressure and price increases. This was especially true in regard to the fuel and maintenance/repair costs for the City of Rifle's fleet program. In December, City staff requested supplemental appropriations for the increased costs experienced by the Fleet Fund (610) in the amount of $30,000. It became quite clear that this request was not sufficient. Payment of the remaining 2022 invoices exceeded the amended budget. Therefore, City staff is requesting additional appropriations in the amount of $56,400 to cover the overage. The itemized list for the total is as follows:

Repairs & Maintenance - $13,000
Tires - $1,800
Diesel Fuel - $4,100
Gasoline - $37,500

Prior Board Motions:
N/A

Background Information:

Each year, the budget is adopted by the City Council through a resolution and appropriation ordinance to authorize spending at a fund level based on the detailed, line item budget. Amendments to the budget and supplemental appropriations are also adopted by a resolution and ordinance. They are required when the adopted budget is increased to cover increased operational costs, new projects, or to re-appropriate funds for capital projects that began in one year and need to be carried forward to the current year to complete. In this particular case, operational costs have increased substantially due to inflationary pressures. Therefore, the budget must be amended and supplemental appropriations authorized to cover these additional costs to remain in compliance with governmental accounting standards and state law.

Executive Summary:
Staff is requesting to amend the 2022 budget and for the Council to approve supplemental appropriations to cover additional expenditures in the Fleet Fund (610) for budget year 2022. Fleet costs increased exponentially throughout the year, which has now caused the need for additional spending authority.

Notification Requirements:
Public notice requirements have been met.

Prepared By:
Scott Rust, Finance Director

Attachments:
1. 2022 Supplemental #2 Packet
2. 12.31.22 Prelim Final Budget to Actual - by Fund
3. Resolution No. 10, Series of 2023 - Amend the 2022 Budget
4. Ordinance No. 5, Series of 2023 - Supplemental Approp. #2 2022 Budget

City of Rifle - 2022 SUPPLEMENTAL APPROPRIATION SUMMARY
Supplemental #2

Fund Number	Fund Title	Adopted Revenues	Adopted Appropriations	Supplemental Revenue	Supplemental Appropriations	Description	Amended Revenues	Amended Appropriations
100	General Fund	**$ 10,277,628**	**$ 10,620,324**	$ 91,000	$ 275,000	1) Supplemental #1	**$ 10,368,628**	**$ 10,895,324**
201	Street Improvement Fund	**3,631,996**	**4,220,272**	300,000	250,000	1) Supplemental #1	**3,931,996**	**4,470,272**
202	Conservation Trust	**92,700**	**160,000**	-	-		**92,700**	**160,000**
204	Visitor Improvement	**209,983**	**240,877**	-	50,000	1) Supplemental #1	**209,983**	**290,877**
205	Downtown Development	**52,161**	**50,612**	-	-		**52,161**	**50,612**
206	Capital Fund	**32,400**	**1,000,000**	-	801,000	1) Supplemental #1	**32,400**	**1,801,000**
207	Tourism & Industry	**498,003**	**610,930**	163,224	202,058	1) Supplemental #1	**661,227**	**812,988**
208	Urban Renewal	**100,180**	**35,000**	-	-		**100,180**	**35,000**
210	Parks & Recreation	**3,645,499**	**3,473,729**	-	300,000	1) Supplemental #1	**3,645,499**	**3,773,729**
310	Water Fund	**6,726,111**	**6,368,791**	-	300,000	1) Supplemental #1	**6,726,111**	**6,668,791**
320	Waste Water	**4,075,501**	**2,797,804**	103,000	320,098	1) Supplemental #1	**4,178,501**	**3,117,902**
330	Sanitation	**797,550**	**791,822**	-	-		**797,550**	**791,822**
401	Cemetery Perpetual Care	**11,500**	**5,000**	-	-		**11,500**	**5,000**
					120,000	1) Supplemental #1		
610	Fleet	**839,466**	**670,398**	-	56,400	1) Supplemental #2 - Operational Expenditure Increases	**839,466**	**846,798**
620	Information Technology	**974,450**	**1,066,413**	-	-		**974,450**	**1,066,413**
	Total Budget	**$ 31,965,129**	**$ 32,111,972**	**$ 657,224**	**$ 2,674,556**		**$ 32,622,353**	**$ 34,786,527**

2022 Supplemental Appropriations - Detail

Sum of Amount				Type	
Supplemental #	Fund	Fund Name	Project	Revenue	Expenditure
Supplemental #1	100	General Fund	Freightliner Snowplow Truck		$ 275,000.00
			ARPA Revenue Recongnition	$ 91,000.00	
	100 Total			**$ 91,000.00**	**$ 275,000.00**
	201	Street Improvement Fund	Downtown Project Railroad Carryforward		$ 250,000.00
			Pool Payback - Transfer In to SIF	$ 300,000.00	
	201 Total			**$ 300,000.00**	**$ 250,000.00**
	204	Visitor Improvement Fund	CPW Non-Motorized Trail Grant		$ 50,000.00
	204 Total				**$ 50,000.00**
	206	Capital Improvement Fund	City Hall Phase 3 - HVAC UNIT		$ 801,000.00
	206 Total				**$ 801,000.00**
	207	Tourism and Industry Fund	Federal SVOG Grant	$ 113,224.00	
			Rental Income	$ 10,000.00	
			Concession Sales	$ 5,000.00	
			Ticket Sales	$ 35,000.00	
			PT Wages		$ 112,000.00
			Events Production Exp		$ 50,335.00
			Advertising Exp		$ 16,742.00
			Concession Supplies		$ 8,000.00
			Minor Equipment		$ 14,981.00
	207 Total			**$ 163,224.00**	**$ 202,058.00**
	210	Parks and Recreation Fund	Pool Payback - Transfer Out of Parks & Rec		$ 300,000.00
	210 Total				**$ 300,000.00**
	310	Water Fund	Airport Water Tank		$ 250,000.00
			Chemicals		$ 50,000.00
	310 Total				**$ 300,000.00**
	320	Waste Water Fund	Chemicals		$ 50,000.00
			Repairs & Maint		$ 72,500.00
			DOLA Grant Revenue - dewatering press	$ 103,000.00	
			Carryfoward from 2021 - dewatering press		$ 197,598.00
	320 Total			**$ 103,000.00**	**$ 320,098.00**
	610	Fleet Maintenance Fund	Repairs & Maint		$ 12,000.00
			Tires		$ 5,000.00
			Diesel Fuel		$ 3,000.00
			Gasoline		$ 10,000.00
			2021 Ford F-550 Purchase		$ 90,000.00
	610 Total				**$ 120,000.00**
Supplemental #2	610	Fleet Maintenance Fund	Repairs & Maint		$ 13,000.00
			Tires		$ 1,800.00
			Diesel Fuel		$ 4,100.00
			Gasoline		$ 37,500.00
	610 Total				**$ 56,400.00**
Grand Total				**$ 657,224.00**	**$ 2,674,556.00**

100%

Budget Date	12/31/2022
Actual Date	12/31/2022

City of Rifle
Budget to Actual:Fund Overview

Fund	*Fund Title*	*Budgeted Expenditures*	*Actual Expenditures*	*Encumbrances*	*Amount Remaining*	*% Expended w/o ENC*	*% Expended w/ ENC*	*Notes*
100	General Fund	$ 10,895,324.59	$ 10,241,297.10	$ 357,616.29	$ 296,411.20	94.00%	97.28%	
201	Street Improvement Fund	$ 4,470,271.64	$ 3,145,318.52	$ 1,048,361.44	$ 276,591.68	70.36%	93.81%	
202	Conservation Trust Fund	$ 160,000.00	$ 79,253.38	$ -	$ 80,746.62	49.53%	49.53%	
204	Visitor Improvement Fund	$ 290,877.00	$ 254,186.00	$ 205,622.71	$ (168,931.71)	87.39%	158.08%	OK -Encumbrances causing overage
205	Dowtown Development Fund	$ 50,612.00	$ 41,342.42	$ -	$ 9,269.58	81.69%	81.69%	
206	Capital Improvement Fund	$ 1,801,000.00	$ 703,464.22	$ 1,301,605.32	$ (204,069.54)	39.06%	111.33%	OK -Encumbrances causing overage
207	Tourism & Industry Fund	$ 812,988.49	$ 798,450.61	$ 9,960.00	$ 4,577.88	98.21%	99.44%	
208	Urban Renewal Authority Fund	$ 35,000.00	$ 18,319.99	$ 6,850.72	$ 9,829.29	52.34%	71.92%	
210	Parks & Recreation Fund	$ 3,773,729.33	$ 3,369,070.91	$ 509,095.04	$ (104,436.62)	89.28%	102.77%	OK -Encumbrances causing overage
310	Water Fund	$ 6,668,790.92	$ 4,982,268.87	$ 2,286,039.67	$ (599,517.62)	74.71%	108.99%	OK -Encumbrances causing overage
320	Waste Water Fund	$ 3,117,901.92	$ 2,908,691.00	$ 129,611.01	$ 79,599.91	93.29%	97.45%	
330	Sanitation Fund	$ 791,822.21	$ 789,970.65	$ -	$ 1,851.56	99.77%	99.77%	
401	Cemetery Perpetual Care Fund	$ 5,000.00	$ -	$ -	$ 5,000.00	0.00%	0.00%	
610	Fleet Maintenance Fund	$ 790,398.49	$ 831,152.29	$ -	$ (40,753.80)	105.16%	105.16%	**Supplemental #2 Needed**
620	Information Tech Maintenance Fund	$ 1,066,413.44	$ 932,177.65	$ 11,794.27	$ 122,441.52	87.41%	88.52%	
	TOTAL ALL FUNDS	**$ 34,730,130.03**	**$ 29,094,963.61**	**$ 5,866,556.47**	**$ (231,390.05)**	83.77%	**100.67%**	

CITY OF RIFLE, COLORADO
RESOLUTION NO. 10
SERIES OF 2023

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO, AMENDING THE CITY'S BUDGET FOR THE YEAR ENDING DECEMBER 31, 2022.

WHEREAS, by Resolution No.12, Series of 2021, the Rifle City Council adopted its annual budget for the fiscal year beginning January 1, 2022 and ending December 31, 2022 ("2022 Adopted Budget"); after holding all necessary public meetings and hearings; and

WHEREAS, at the time the 2022 Budget was adopted, certain expenses were not known, and operating transfers between funds were not anticipated; and

WHEREAS, funds are available in the City Treasury to meet the increased expenses; and

WHEREAS, the City Council desires to approve the amendments to the 2022 Budget set forth herein in order to ensure effective and fiscally responsible administration of City business for the remainder of fiscal year 2022.

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

1. The City incorporates the foregoing recitals as findings by the City Council.
2. The following amendment (highlighted in grey) to the 2022 Budget are hereby approved.

Supplemental #2	610	Fleet Maintenance Fund	Repairs & Maint	$ 13,000.00
			Tires	$ 1,800.00
			Diesel Fuel	$ 4,100.00
			Gasoline	$ 37,500.00
	610 Total			$ 56,400.00

City of Rifle - 2022 SUPPLEMENTAL APPROPRIATION SUMMARY
Supplemental #2

Fund Number	Fund Title	Adopted Revenues	Adopted Appropriations	Supplemental Revenue	Supplemental Appropriations	Description	Amended Revenues	Amended Appropriations
100	General Fund	$ 10,277,628	$ 10,620,324	$ 91,000	$ 275,000	1) Supplemental #1	$ 10,368,628	$ 10,895,324
201	Street Improvement Fund	3,631,996	4,220,272	300,000	250,000	1) Supplemental #1	3,931,996	4,470,272
202	Conservation Trust	92,700	160,000	-	-		92,700	160,000
204	Visitor Improvement	209,983	240,877	-	50,000	1) Supplemental #1	209,983	290,877
205	Downtown Development	52,161	50,612	-	-		52,161	50,612
206	Capital Fund	32,400	1,000,000	-	801,000	1) Supplemental #1	32,400	1,801,000
207	Tourism & Industry	498,003	610,930	163,224	202,058	1) Supplemental #1	661,227	812,988
208	Urban Renewal	100,180	35,000	-	-		100,180	35,000
210	Parks & Recreation	3,645,499	3,473,729	-	300,000	1) Supplemental #1	3,645,499	3,773,729
310	Water Fund	6,726,111	6,368,791	-	300,000	1) Supplemental #1	6,726,111	6,668,791
320	Waste Water	4,075,501	2,797,804	103,000	320,098	1) Supplemental #1	4,178,501	3,117,902
330	Sanitation	797,550	791,822	-	-		797,550	791,822
401	Cemetery Perpetual Care	11,500	5,000	-	-		11,500	5,000
					120,000	1) Supplemental #1		
610	Fleet	839,466	670,398	-	56,400	1) Supplemental #2 - Operational Expenditure Increases	839,466	846,798
620	Information Technology	974,450	1,066,413	-	-		974,450	1,066,413
	Total Budget	$ 31,965,129	$ 32,111,972	$ 657,224	$ 2,674,556		$ 32,622,353	$ 34,786,527

THIS RESOLUTION was read, passed, and adopted by the Rifle City Council at a regular meeting held this 1st day of March 2023.

CITY OF RIFLE, COLORADO

By ____________________________
Mayor

ATTEST:

-______________________________
City Clerk

CITY OF RIFLE, COLORADO
ORDINANCE NO. 5
SERIES OF 2023

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, PROVIDING FOR A SUPPLEMENTAL APPROPRIATION FOR THE BUDGET YEAR ENDING DECEMBER 31, 2022.

WHEREAS, by Resolution No. 12, Series of 2021, the Rifle City Council adopted its annual budget for the fiscal year beginning January 1, 2022 and ending December 31, 2022 ("2022 Adopted Budget"); and

WHEREAS, based upon the 2022 Budget as adopted, the Council further approved by Ordinance No. 16, Series of 2021 the Annual Appropriations for fiscal year 2022, after duly-noticed public hearings; and

WHEREAS, at the time the 2022 Annual Appropriation was adopted, certain expenses were not known, and operating transfers between funds were not anticipated; and

WHEREAS, funds are available in the City Treasury to meet the increased expenses; and

WHEREAS, the City Council desires to approve the additional appropriations set forth herein in order to ensure effective and fiscally responsible administration of City business for the remainder of fiscal year 2021.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF RIFLE, COLORADO, ORDAINS THAT:

1. The City Council incorporates the foregoing recitals as conclusions, facts, determinations and findings by the City Council and hereby approves the additional appropriations set forth below for fiscal year 2022.

City of Rifle - 2022 SUPPLEMENTAL APPROPRIATION SUMMARY
Supplemental #2

Fund Number	Fund Title	Adopted Revenues	Adopted Appropriations	Supplemental Revenue	Supplemental Appropriations	Description	Amended Revenues	Amended Appropriations
100	General Fund	$ 10,277,628	$ 10,620,324	$ 91,000	$ 275,000	1) Supplemental #1	$ 10,368,628	$ 10,895,324
201	Street Improvement Fund	3,631,996	4,220,272	300,000	250,000	1) Supplemental #1	3,931,996	4,470,272
202	Conservation Trust	92,700	160,000	-	-		92,700	160,000
204	Visitor Improvement	209,983	240,877	-	50,000	1) Supplemental #1	209,983	290,877
205	Downtown Development	52,161	50,612	-	-		52,161	50,612
206	Capital Fund	32,400	1,000,000	-	801,000	1) Supplemental #1	32,400	1,801,000
207	Tourism & Industry	498,003	610,930	163,224	202,058	1) Supplemental #1	661,227	812,988
208	Urban Renewal	100,180	35,000	-	-		100,180	35,000
210	Parks & Recreation	3,645,499	3,473,729	-	300,000	1) Supplemental #1	3,645,499	3,773,729
310	Water Fund	6,726,111	6,368,791	-	300,000	1) Supplemental #1	6,726,111	6,668,791
320	Waste Water	4,075,501	2,797,804	103,000	320,098	1) Supplemental #1	4,178,501	3,117,902
330	Sanitation	797,550	791,822	-	-		797,550	791,822
401	Cemetery Perpetual Care	11,500	5,000	-	-		11,500	5,000
					120,000	1) Supplemental #1		
610	Fleet	839,466	670,398	-	56,400	1) Supplemental #2 - Operational Expenditure Increases	839,466	846,798
620	Information Technology	974,450	1,066,413	-	-		974,450	1,066,413
	Total Budget	$ 31,965,129	$ 32,111,972	$ 657,224	$ 2,674,556		$ 32,622,353	$ 34,786,527

INTRODUCED at a regular meeting of the Council of the City of Rifle, Colorado held on March 1, 2023 read in full, passed, approved, and ordered published in full in accordance with Section 4.4(g) of the City Charter.

CITY OF RIFLE, COLORADO

By ________________________________
Mayor

ATTEST:

____
City Clerk

CITY OF RIFLE
AGENDA ITEM REPORT
MEETING DATE: March 1, 2023

Agenda Item #9.a.

Agenda Item Name:
Consider the Appointment of Brian Dow and Annie MacGregor to the Parks and Recreation Advisory Board

Presenter:
Austin Rickstrew, Parks & Recreation Director

Item Description:
Consider the Parks and Recreation Advisory Board appointment recommendations of Brian Dow and Annie MacGregor. These two individuals just completed their first terms after filling two vacant board seats.

Recommended Action:
Move to appoint Brian Dow and Annie MacGregor to the Parks and Recreation Advisory Board.

Fiscal Impact:
N/A

Operational Impact:
N/A

Prior Board Motions:
N/A

Background Information:
The Parks and Recreation Advisory Board (PRAB) consists of 8 Board members,--7 regular members, and 1 alternate member, and serves as an advisory group to the City Council. There is currently one opening on the board and we will start advertising it in the coming weeks. That board term will also end in 2025.

Executive Summary:
Both of these existing members have expressed interest in serving another team on the PRAB Board. PRAB has made a recommendation to the council to appoint both Annie and Brain to another term. Their new terms will end in 2025.

Notification Requirements:
N/A

Prepared By:
Austin Rickstrew, Parks & Recreation Director

Attachments:
None

CITY OF RIFLE
AGENDA ITEM REPORT
MEETING DATE: March 1, 2023

Agenda Item #9.b.

Agenda Item Name:
Consider Funding for the Rifle Community Foundation

Presenter:
Tommy Klein, City Manager

Item Description:
Consider Funding for the Rifle Community Foundation

Recommended Action:
Move to approve funding for the Rifle Community Foundation in the amount of $76,000 from the Rifle Community Foundation and Community Wellness Grant accounts.

Fiscal Impact:
Funds have been allocated for this expenditure in the 2023 budget. If approved, $76,000 would be spent from General Fund Non-Departmental accounts.

Operational Impact:
None

Prior Board Motions:
The Council has approved funding the RIfle Community Foundation for many years.

Background Information:
The Rifle Community Foundation is requesting funding for 2023. In the 2023 budget, we allocated $36,000 in account 100-4800-400-878,and $40,000 in account 100-4800-400-879 for the Rifle Community Foundation.

Executive Summary:
Please note that I am a member of the Rifle Community Foundation board.

The Rifle Community Foundation is requesting funding for 2023. In the 2023 budget, we allocated $36,000 to the Rifle Community Foundation in account 100-4800-400-878. These funds, if Council decides to spend the monies, will be used to support "community service, human service and educational organizations from South Canyon to De Beque Canyon".[i] In account 100-4800-400-879, we budgeted $40,000 for Community Wellness Grants. Community Wellness Grants are awarded to entities in the Rifle area that address problems caused by drugs and alcohol. Community Wellness Grants are funded by marijuana excise tax revenue.

See the attached press release for details concerning grant application requirements and 2022 grant recipients.

We respectfully request that Council authorize the transfer of $76,000 to the Rifle Community Foundation.

[i] Rifle Community Foundation website, http://riflecf.org/

Notification Requirements:
None

Prepared By:
Tommy Klein, City Manager

Attachments:
1. 2023 funding request
2. 2023 Grants Available for Community Assistance Programs

Rifle Community Foundation
P.O. Box 1234
Rifle, Colorado 81650

February 14, 2023

City of Rifle
Attn: Tommy Klein
202 Railroad Ave.
Rifle, CO 81650

Dear Tommy:

The Board of Directors of the Rifle Community Foundation kindly requests payment of the City of Rifle allocated funds to the Foundation for 2023. We thank you for supporting nonprofit organizations from DeBeque to South Canyon and programs associated with substance dependency, prevention, and rehabilitation.

Regards,

Kasey Nispel

Kasey Nispel
President
Rifle Community Foundation

Office of the City Manager

FOR IMMEDIATE RELEASE
Date: January 20, 2023

Media Contact: Kathy Pototsky, 970-319-8288

Grants Available for Community Assistance Programs

RIFLE, CO (January 20, 2023) –

The Rifle Community Foundation is accepting applications for 2023. The Foundation is an organization dedicated to the distribution of charitable funds to community service, human service, and educational organizations from South Canyon to De Beque Canyon. Funding comes primarily from the City of Rifle, but it is an independent entity operated by an executive board.

Organizations that would like to apply for grants in 2023 should visit the Rifle Community Foundation's website at http://riflecf.org/board.html. Applications are due April 1, 2023.

In the 2023 budget, Rifle City Council appropriated $36,000 to support local 501(c)(3) organizations that met specific grant criteria. These requirements are:

1. Clear and compelling community need is present.

2. A significant number of people will be served.

3. Program/organization/initiative assists vulnerable or underserved populations.

4. Grant proposal demonstrates that funding will lead to clear and positive outcomes.

The organizations awarded traditional grants in 2022 were:

Access After School

Advocate Safehouse

Buddy Program

CASA of the Ninth

Family Visitor Program

Focused Kids

Garfield County Search & Rescue

High Country RSVP

Kenzi's Cause

NUTS

Middle Colorado Watershed

Pathfinders

Raising a Reader

RIDE Program

Journey Home Animal Care Center

River Bridge

West Elk Trails

Western Slope Veterans Coalition

The City of Rifle also provides funding to the Rifle Community Foundation for the Dependency, Prevention and Recovery Fund to be distributed to entities that address the impacts of drug and alcohol usage in the Rifle community. Recipients in the 2022 grant cycle were Youth Zone, FLINT, A Way Out, and the Discovery Café.

Requirements for the Dependency, Prevention and Recovery Fund grants include:

1. The funds can be used for any program that addresses the impacts of any problem drug and alcohol usage, including marijuana, for those children 18 years old or under living in the jurisdiction of the Garfield County RE-2 School District. This includes educational efforts and treatment.

2. The funds should be used for direct intervention with the person or persons actually experiencing personal drug and alcohol abuse. Directing funds to address tangential problems of other family, friends or relationships will not be considered. However, voluntary counseling for parents of children abusing drugs or alcohol may be considered.

3. Applicants must be a 501(c)(3), government, special district or organization under the oversight of another organization with similar qualifications.

For updated information on all City matters, please go to our website, www.rifleco.org or our Facebook and Twitter pages.

CITY OF RIFLE
AGENDA ITEM REPORT
MEETING DATE: March 1, 2023

Agenda Item #9.c.

Agenda Item Name:
Consider Contract with MGT of America Consulting, LLC to Complete a Cost Allocation Study for Fiscal Year 2023 - Fiscal Year 2025

Presenter:
Scott Rust, Finance Director

Item Description:
Procurement of Consulting Services for Cost Allocation Study - Full Cost Allocation Plan Fiscal Year 2023 - 2025, Fleet Rate Study, Information Technology Rate Study

Recommended Action:
Move to approve the contract with MGT of America Consulting, LLC (total contract $52,500 Fiscal Year 2023-Fiscal Year 2025) and the associated purchase order in the amount of $30,750 for a Full Cost Allocation Plan for Fiscal Year 2023, an IT Rate Study, and a Fleet Rate Study.

Fiscal Impact:
The purchase of these consulting services will cost the City of Rifle a total of $52,500. $30,750 will be expended in 2023, $10,750 in 2024, and $11,000 in 2025. However, the cost allocation plan, IT rate study, and Fleet rate study will provide an accurate plan for allocating costs of shared services across the organization. Also, the final cost allocation plan will allow the City to charge these "shared" costs to grants, if the City so chooses, as the plan is fully allowable under federal grant guidance.

Operational Impact:
The cost allocation plan, IT rate study, and fleet rate study will provide a sound methodology for allocating "shared costs" across the organization. These methodologies will be heavily relied on to produce the budget over the next few years.

Prior Board Motions:
N/A

Background Information:
The last study was conducted for Fiscal Year 2021 based on Fiscal Year 2019 costs. Updating these studies on a yearly basis is critical to ensure the accurate allocation of costs and to ensure that internal service funds are adequately funded.

Executive Summary:
This request is for approval to procure, under a sole source methodology, consulting services from MGT of America Consulting, LLC for a full cost allocation plan, an IT rate study, and a Fleet rate study. MGT of American Consulting, LLC is a well-respected expert in this particular field and has served many Colorado

governmental entities (60 entities). MGT of America Consulting, LLC has conducted all City of Rifle cost allocation studies over the years. This allows for the application of consistent philosophies and methodologies when creating a cost allocation plan. Also, because of the consultants' familiarity with the City, less staff time is required to complete the studies. For these reasons, we are asking that our single source selection be approved by Council.

Notification Requirements:
N/A

Prepared By:
Scott Rust, Finance Director

Attachments:
1. FY22 Rifle City CO - MGT - MEA - 1.4.2023 (v1) (1) (2)
2. MEMO Sole Source - MGT of America Consulting LLC
3. MGT of America Consulting PO Request

MASTER ENGAGEMENT AGREEMENT

THIS MASTER ENGAGEMENT AGREEMENT ("Agreement"), made and entered into as of December 4, 2023 ("Effective Date") by and between **MGT of America Consulting, LLC**, with offices located at 4320 West Kennedy Boulevard, Tampa, FL 33609 ("MGT") and the **City of Rifle, Colorado,** with offices located at 202 Railroad Avenue, Rifle, CO 81650 ("Client"), sets forth the parties' understanding pursuant to which MGT shall be engaged by Client.

I. SCOPE OF SERVICES

The scope of MGT's services to be provided to Client on a project shall be set out in individual annexes to this Agreement ("Annex" or "Annexes"). Each Annex, upon execution by both parties, shall by this reference be incorporated in and made part of this Agreement, including any attachments. Each Annex shall specify the scope of Services to be performed by MGT ("Services"), term or period of performance, key MGT staff members assigned to assist in the performance of such Services and the payment terms for such Services, as well as any other details specified by the parties. Should the Services as described in any Annex change in any material way, an adjustment to MGT's fees and promised delivery dates for such Services may be required. MGT undertakes to advise Client promptly should any such adjustment be necessary and to negotiate with Client in good faith to arrive at a mutually acceptable revision to the applicable Annex.

II. STAFFING

MGT shall assign staff members to perform all Services. Should any staff members be unable to perform Services, MGT may substitute another similarly-qualified staff member. MGT may, from time to time and in its discretion, augment the listed staff as needed to perform the Services. All tasks are to be completed virtually, unless Client and MGT mutually agree to add in-person work for an additional fee (to be determined). All requests for in-person work must be made in writing and must be approved by MGT and incorporated as an amendment and/or annex to this Agreement.

III. FEES AND DISBURSEMENTS

All invoices submitted by MGT to Client shall be due and payable upon receipt. MGT reserves the right to impose an interest charge equal to one and one-half percent (1.5%) per month in respect of any invoice which is outstanding for more than thirty (30) days.

IV. TERM AND TERMINATION

This Agreement shall be effective on the Effective Date and shall continue for a period of four (4) years unless otherwise terminated or extended as provided herein.

Each Annex shall set forth the period of performance in which MGT shall perform the project-specific Services and may provide for additional option periods. Client may elect to exercise such option periods by notifying MGT of their intention, at which time compensation and scope can be determined and agreed upon by both parties.

Either party shall have the right to terminate this Agreement and any Annex by giving thirty (30) days' prior written notice to the other party. If this Agreement or any Annex is so terminated in advance of its scheduled completion, Client shall pay to MGT, upon receipt of an invoice, any and all proper charges earned and/or incurred by MGT in connection with the Services pursuant to this Agreement and the Annexes up to the time of its termination and shall indemnify MGT as provided in Section V.3, General Indemnification, herein.

V. GENERAL PROVISIONS

1. Modification, Cancellation or Suspension of Work

Upon consultation with MGT, Client shall have the right to modify, cancel or suspend any and all plans, schedules or work in progress under any Annex, and, in such event, MGT shall immediately take proper steps to carry out such instructions. In the event Client elects to modify the scope, an adjustment to the Annex Compensation may be necessary, and MGT will advise Client of any changes to Compensation.

2. Delay

If during the term, Client causes delay resulting from Client's (i) failure to provide requested information on a timely basis, (ii) providing of inaccurate, incorrect or false information, (iii) Client's failure to provide access to appropriate personnel if required by the Annex Scope, or (iv) delay due to Client rescheduling Annex Scope; and such delay causes MGT any or all of (i) duplicate work efforts, (ii) corrective work efforts, or (iii) more than 7 days of idle time, MGT reserves the right to charge additional fees on either or both of (i) hourly rate (ii) and material costs.

3. General Indemnification

Client shall fully defend, indemnify and hold harmless MGT and its officers, directors, employees, agents, representatives or successors and assigns (collectively, "Indemnified Parties") from and against any and all claims, demands, actions or causes of actions and any and all liabilities, costs and expenses (including but not limited to attorney's fees and expenses, incurred in the defense of an Indemnified Party, including costs of appeal) damage or loss in connection therewith, what may be asserted by Client, its officers, employees, agents, representatives, successors or assigns or any other third party on account of, or sustained or alleged to have been sustained by, or arising out of or growing out of bodily injury, including death, or loss of use or damage to or destruction of property caused by, arising out of, sustained or alleged to have been sustained by, or in any way incidental to or in connection with Client's performance of the Services under this Agreement or Statement of Work, regardless of whether such claims, demands, actions, causes of action or liability are or alleged to have been caused by in part or contributed to by the negligence, fault, or strict liability of any Indemnified Party.

MGT's indemnity obligation under this Paragraph is contingent upon MGT ("Indemnitee") seeking indemnity by (i) promptly notifying the Client ("Indemnitor") of each claim; provided, however, that Indemnitee's failure to give prompt notice to Indemnitor of any such claim shall not relieve Indemnitor of any obligation under this paragraph except and to the extent that such failure materially prejudices Indemnitor's ability to defend against such claim; (ii) provide the Indemnitor with sole control over the defense and/or settlement thereof provided however, that Indemnitor shall not settle any claim that includes an admission of wrongdoing by Indemnitee or otherwise adversely affects Indemnitee's interests without its prior consent; and (iii) at Indemnitor's request and expense, provide full information and reasonable assistance to Indemnitor with respect to such claim.

4. Confidentiality

MGT shall maintain in confidence all information and data relating to Client, its Services, products, business affairs, marketing and promotion plans or other operations and its associated companies which are disclosed to MGT by or on behalf of Client (whether orally or in writing and whether before, on or after the date of this Agreement) or which are otherwise directly or indirectly acquired by MGT from Client, or any of its affiliated companies, or created in the course of this Agreement.

MGT shall ensure that it, its officers, employees and agents only use such confidential information in order to perform the Services, and shall not without Client's prior written consent, disclose such information to any third-party nor use it for any other purpose; provided, however, that MGT shall have the right to disclose

Client's name and the general nature of MGT's work for Client in pitches and business proposals.

The above obligations of confidentiality shall not apply to the extent that MGT can show that the relevant information:

a. was at the time of receipt already in MGT's possession;
b. is, or becomes in the future, public knowledge through no fault or omission of MGT;
c. was received from a third-party having the right to disclose; or
d. is required to be disclosed by law.

5. Non-Solicitation

During the term of this Agreement, and for a period of two (2) years after the termination thereof, neither party shall directly nor indirectly solicit for employment any person or persons currently employed, or who were employed in the last twelve months by the other unless (a) the other party has given its prior written consent, (b) the employer has terminated his or her position, or (c) the employer-party terminated his or her employment. Direct solicitation does not include advertisements published in the general media and, except to the extent that an individual was specifically encouraged to respond to such advertisements, nothing in this clause restricts an individual employee's right to seek employment with the other party to perform work unrelated to this Agreement.

6. Risk

All MGT analysis, projections, forecasts, and conclusions rely upon the accuracy of information provided by Client as well as near-term and long-term assumptions influenced by factors outside of MGT's control and for which may adversely impact Client. Changes such as Client's financial health, as well as state, local, and global economic conditions, may impact Client, the accuracy of projections and or feasibility of Services. Additional risks to Client include but are not limited to changes to demand, competition, regulatory changes, as well as force majeure events.

7. Force Majeure

Neither party will be in breach of its obligations under this Agreement (other than payment obligations) or incur any liability to the other party for any losses or damages of any nature whatsoever incurred or suffered by that other party if and to the extent that it is prevented from carrying out those obligations by, or such losses or damages are caused by, a force majeure event, except to the extent that the relevant breach of its obligations would have occurred, or the relevant losses or damages would have arisen, even if the Force Majeure had not occurred. Force Majeure is defined as acts of God, war, act(s) of terrorism, fires, explosions, natural disasters, to include without limitation, hurricanes, floods, and tornadoes, failure of transportation, labor strike, loss or shortage of transportation facilities, lockout or commandeering of materials, products, plants or facilities by the government or other order (both federal and state), interruptions by government or court orders (both federal and state), present and future orders of any regulatory body having proper jurisdiction, civil disturbances to include without limitation, riots, rebellions, and insurrections, epidemics, pandemics, or other national, state, or regional emergencies, and any other cause not enumerated in this provision, but which is beyond the reasonable control of the party whose performance is affected and which by the exercise of all reasonable due diligence, such party is unable to overcome. Such excuse from performance will be effective only to the extent and duration of the Force Majeure event(s) causing the failure or delay in performance and provided that the affected party has not caused such Force Majeure event(s) to occur and continues to use diligent, good faith efforts to avoid the effects of such Force Majeure event(s) and to perform the obligation(s). Written notice of a party's failure or delay in performance due to Force Majeure must be given within a reasonable time after its occurrence and which notice must describe the Force Majeure event(s) and the actions taken to minimize the impact of such Force Majeure event(s). Notwithstanding the foregoing, a party's financial inability to perform its obligations shall in no event constitute a Force Majeure event.

8. Exclusion of Liability caused by Political or Regulatory Decisions

While Client has engaged MGT to assist it in dealing with certain regulatory or political decisions or actions that may adversely affect Client's business, and while MGT has agreed to provide such assistance, MGT shall not be responsible for nor liable to Client for any loss, damage, or other adverse consequence that may result from any regulatory or political decision or action being rendered against Client or Client's interests.

9. Governing Law, Submission to Jurisdiction and Consent to Suit

THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED AND INTERPRETED IN ACCORDANCE WITH THE LAWS OF THE STATE OF FLORIDA (IRRESPECTIVE OF THE CHOICE OF LAWS PRINCIPLES OF THE STATE OF FLORIDA) AS TO ALL MATTERS, INCLUDING MATTERS OF VALIDITY, CONSTRUCTION, EFFECT, ENFORCEABILITY, PERFORMANCE AND REMEDIES. CLIENT SUBMITS ITSELF AND ITS PROPERTY IN ANY LEGAL ACTION OR PROCEEDING RELATING TO THIS AGREEMENT TO THE EXCLUSIVE JURISDICTION OF ANY STATE OR FEDERAL COURT WITHIN HILLSBOROUGH COUNTY, FLORIDA AND CLIENT HEREBY ACCEPTS VENUE IN EACH SUCH COURT.

10. Dispute Resolution Procedure

In the event of a dispute, controversy or claim by and between Client and MGT arising out of or relating to this Agreement or matters related to this Agreement, the parties will first attempt in good faith to resolve through negotiation any such dispute, controversy or claim. Either party may initiate negotiations by providing written notice in letter form to the other party setting forth the subject of the dispute and the relief requested. The recipient of such notice will respond in writing within five (5) business days with a statement of its position on, and recommended solution to, the dispute. If the dispute is not resolved by this exchange of correspondence, then senior management representatives of each party with full settlement authority will meet at a mutually agreeable time and place within fifteen business days of the date of the initial notice in order to exchange relevant information and perspectives and to attempt to resolve the dispute. If the dispute is not resolved by these negotiations, the matter will be submitted to a mutually agreeable certified mediator. The mediation shall take place in Tampa, Florida.

Except as provided herein, no civil action with respect to any dispute, controversy or claim arising out of or relating to this Agreement may be commenced until the matter has been submitted for mediation. Either party may commence mediation by providing to the other party a written request for mediation, setting forth the subject of the dispute and the relief requested. The parties will cooperate in selecting a mediator and in scheduling the mediation proceedings. The parties will participate in the mediation in good faith and will share equally in its costs. All offers, promises, conduct and statements, whether oral or written, made in the course of the mediation by either of the parties, their agents, employees, experts or attorneys, or by the mediator, are confidential, privileged and inadmissible for any purpose, including impeachment, in any litigation or other proceeding involving the parties; provided, however, that evidence that is otherwise admissible or discoverable shall not be rendered inadmissible or non-discoverable as a result of its use in the mediation. Either party may seek equitable relief prior to the mediation to preserve the *status quo* pending the completion of that process. Except for such an action to obtain equitable relief, neither party may commence a civil action with respect to the matters submitted to mediation until after the completion of the initial mediation session. Mediation may continue after the commencement of a civil action, if the parties so desire. The provisions of this clause may be enforced by any court of competent jurisdiction, and the party seeking enforcement shall be entitled to an award of all reasonable costs, fees and expenses, including legal fees, to be paid by the party against whom enforcement is ordered. In addition, should the dispute under this Agreement involve the failure to pay fees and/or Disbursements under Section III hereof, and the matter is not resolved through negotiation or mediation, Client shall pay all costs of collection, including, but not limited to, MGT's legal fees and costs should MGT prevail.

11. Assignment

Neither party may assign any of its rights or delegate any of its duties or obligations under this Agreement without the express written consent of the other party. Notwithstanding the foregoing, MGT, or its permitted successive assignees or transferees, may assign or transfer this Agreement or delegate any rights or obligations hereunder without consent: (i) to any entity controlled by, or under common control with, MGT, or its permitted successive assignees or transferees; or (ii) in connection with a merger, reorganization, transfer, sale of assets or change of control or ownership of MGT, or its permitted successive assignees or transferees.

12. Non-Discrimination/Equal Employment Practices

Neither party shall unlawfully discriminate or permit discrimination against any person or group of persons in any matter prohibited by federal, state or local laws. During the performance of this Agreement, neither party or their employees, agents or subcontractors, if any, shall discriminate against any employee or applicant for employment because of age, marital status, religion, gender, sexual orientation, gender identity, race, creed, color, national or ethnic origin, medical conditions, or physical disability, or any other classifications protected by local, state or federal laws or regulations. The parties further agree to be bound by applicable state and federal rules governing equal employment opportunity and non-discrimination.

13. Partial Invalidity

In the event that any provision of this Agreement shall be declared illegal or invalid for any reason, said illegality or invalidity shall not affect the remaining provisions hereof, but such illegal or invalid provision shall be fully severable and this Agreement shall be interpreted and enforced as if such illegal or invalid provision had never been included herein.

14. Notices

All notices required or permitted to be given pursuant to this Agreement shall be deemed given, if and when personally delivered, delivered by fax, with receipt confirmed, or courier or by overnight mail delivery, in writing to the party or its designated agent or representative at the address stated in the first paragraph of this Agreement or at another address designated by the party.

15. Counterparts and Execution

This Agreement and any Annexes may be executed in counterparts, each of which when so executed shall be deemed an original and all of which together shall constitute one and the same instrument. The counterparts of this Agreement may be executed by electronic signature and delivered by facsimile, scanned signature, or other electronic means by any of the parties to any other party and the receiving party may rely on the receipt of this Agreement so executed and delivered as if the original had been received.

16. Survival

Sections III, IV, and V of this Agreement and the payment obligations described in the Annex(es) shall continue notwithstanding the termination or expiration of the Agreement or any Annex(es).

17. Entire Agreement

This Agreement and attached Annex(es) constitute the entire and only Agreement between the parties respecting the subject matter hereof. Each party acknowledges that in entering into this Agreement it has not relied on any representation or undertaking, whether oral or in writing, save such as are expressly incorporated herein. Further, this Agreement may be modified only in a writing signed by the parties. Any purchase order provided by Client will be limited by, and subject to, the terms and conditions of this Agreement and any corresponding Annex. Additional or contrary terms, whether in the form of a purchase order, invoice, acknowledgement, confirmation or otherwise, will be inapplicable, and the terms of this Agreement will control in the event of any conflict between such terms and this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

MGT OF AMERICA CONSULTING, LLC	**CITY OF RIFLE, COLORADO**
______________________________	______________________________
Name:	Name:
Title:	Title:
Date:	Date:
FEIN: 81-0890071	

ANNEX NO. 1 TO MASTER ENGAGEMENT AGREEMENT

This Annex No. 1 to Master Engagement Agreement ("Annex") between MGT of America Consulting, LLC, ("MGT"), and City of Rifle, Colorado ("City" or "Client"), sets forth the parties' understanding pursuant to which MGT shall provide the below-specified project-level Services to Client.

MGT shall provide to Client the scope of Services contained in Attachment A, MGT's Full Cost Allocation Plan and IT/Fleet Rate Studies proposal dated November 8, 2022, below. All terms and conditions, including compensation, payment, and schedule apply to the Services.

The total contract value of this Annex is $52,500, including FY22, FY23 and FY24 Full Cost Allocation Plans, an IT Rate Study, and Fleet Rate Study. This Annex may be modified to include additional services and time extensions. Invoices shall be payable on a NET30 basis.

MGT OF AMERICA CONSULTING, LLC	**CITY OF RIFLE, COLORADO**
______________________________	______________________________
Name:	Name:
Title:	Title:
Date:	Date:
FEIN: 81-0890071	

ATTACHMENT A

Scope of Services

NOVEMBER 8, 2022

Submitted by:

R. MICHELLE GARRETT
MANAGER

8200 S. QUEBEC, SUITE A3 #184
CENTENNIAL, CO 80112
303.807.6331
mgarrett@mgtconsulting.com

FULL Cost Allocation Plan and IT/Fleet Rate Studies

CITY OF RIFLE, COLORADO

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Cost Allocation Plan Scope of Services

Experience / Qualifications

MGT OF AMERICA CONSULTING, LLC

MGT of America Consulting, LLC (MGT) is a national research and management consulting firm specializing in providing management and financial solutions to government clients. Founded in 1974, MGT is organized as a privately held, employee-owned and financially stable limited liability company with a deep roster of experienced cost allocation experts, support resources, and a commitment to serve the public. MGT is owned by the current and retired partners, principals, and consultants of the firm. The advantage of this ownership structure to our clients is that every member of the firm has a vested interest in the successful completion of every project, for every client. This ownership structure creates a mindset that permeates through every MGT owner: ***we change the communities we serve – for good.***

MGT PERFORMANCE SOLUTIONS GROUP

The MGT Performance Solutions Group provides cost allocation plan preparation, user fee study and indirect cost rate calculation services to government entities in over 30 states, including Colorado.

Each year, our consultants have prepared more than 500 hundred cost allocation plans and studies for cities, and counties ranging in population from a few thousand to over three million. Additionally, MGT consultants have successfully completed several thousand user fee studies, cost allocation plans, and related studies for cities and counties in the past 30 years as consultants with MGT or as consultants with other firms.

Our proposed Project Director, Ms. Meredith Miller, and our proposed Project Manager, Ms. Michelle Garrett have successfully provided cost allocation services to nearly 60 Colorado cities and counties as well as for other cities and counties across the U.S.

Experience in Colorado

The following table is a list of Colorado clients currently, or recently, receiving cost allocation, indirect cost rate calculation or use fee study services from MGT consultants.

MGT's Colorado Clients		
Adams County	Delta County	Mesa County
Arapahoe County	Dolores County	Moffat County
Archuleta County	Douglas County	Montezuma County
Baca County	Eagle County	Montrose County
Bent County	Elbert County	Otero County
Boulder County	Fremont County	Ouray County

MGT's Colorado Clients		
Cañon City	Garfield County	Park County
Chaffee County	Gilpin County	Phillips County
Cheyenne County	Grand County	Pitkin County
City of Boulder	Gunnison County	Prowers County
City of Brighton	Huerfano County	Rio Blanco County
City and County of Broomfield	Jefferson County	Routt County
City of Centennial	Kiowa County	Saguache County
City and County of Denver	Kit Carson County	Sedgwick County
City of Colorado Springs	LaPlata County	Summit County
City of Durango	Larimer County	Teller County
City of Rifle	Las Animas County	Town of Castle Rock
City of Loveland	Lincoln County	Washington County
City of Westminster	Logan County	Yuma County
Crowley County		

The current experience from annually serving around 60 Colorado cities and counties means the City will receive much more than capability from the proposed project consultants. The City will also receive the following beneficial information.

Current events in other Colorado cities and counties.

How other Colorado cities and counties are applying cost allocation.

Current trends in budgeting in other Colorado cities and counties.

Cost allocation best practices from other Colorado cities and counties.

Fresh ideas gleaned from situations in other Colorado cities and counties.

The Social Impact of MGT's Work

Defined by Impact

We understand the goals of this cost allocation plan project and how these processes impact the citizens of the City. By appropriately allocating central services department costs, the City complies with federal and state regulations, and ensures that general fund revenues are protected from unintentional subsidization of Enterprise or Grant operations and are available to provide the City's core services to its citizens. MGT is a service organization. Recognizing the end goals and the positive benefit that our work provides, and not treating these processes as a commodity, ensures that we are working towards a positive goal with our clients and producing the best possible outcomes.

Full Cost Allocation Plan

Cities provide administrative and support services such as Accounting, Human Resources and Information Technology for the benefit other city departments as opposed to the benefit of the public. The cost of these services is appropriate for allocation to all city departments and funds under GAAP principles and guidelines. This allocation methodology is often referred to as a Full Cost allocation plan. It can be generalized that a Full Cost allocation plan is applicable for internal purposes such as recovering indirect costs from enterprise funds, special revenue funds and other funds as well as be included in establishing user fees, permits and applications, billing rates, hourly rates and costs of special services.

Full Cost allocation plans are a series of complex calculations that require an understanding of each jurisdiction's financial reports, administrative structure, and operational services and programs. Above all, a Full Cost allocation plans must provide a distribution of costs that is fair and equitable to all recipients of the centralized administrative and support services irrespective of the potential for reimbursement.

The common perception of a Full Cost allocation plan is that it is a set of concrete rules applied categorically in every situation. Unfortunately, the governing principals and guidelines for preparing cost allocation plans are written subject to interpretation. Therefore, our work approach and methodology incorporate not only a deep understanding of these principals and guidelines but also the practical applications of the principles and guidelines relative to each jurisdiction and unique situation.

Cost Allocation Plan Preparation

METHODOLOGY

Our general approach is to treat each project as a unique consulting engagement for a unique client. While every cost allocation consulting firm, including MGT, applies standardized processes and methodologies into every cost allocation project, we will never standardize a client. Every engagement includes an attempt to thoroughly understand our client's culture, political realities, operating and reporting structure, and financial challenges as well as desired project outcomes.

Our technical approach will annually utilize a cost allocation plan methodology that incorporates years of experience applying 2 CFR part 200 (OMB Circular A-87) and Generally Accepted Accounting Principles (GAAP) into a systematic, yet flexible, multi-step approach to raise the accuracy and acceptance of cost allocation plans results. This methodology has been reviewed and accepted by state agencies, federal cognizant agencies, internal auditors and external auditors in multiple states including Colorado.

- The project team will adhere to GAAP principals to prepare the Full Cost (internal) cost allocation plan.
- The cost allocating plans will be prepared utilizing the MGT proprietary software that incorporates a double step-down format.

SPECIFIC PHASES AND TASKS

The following four-phase work plan has been refined over many years to provide a methodology that produces compliant cost allocation plans with minimal disruption to our client's workload.

PHASE 1 – MEETINGS WITH CITY PERSONNEL AND DATA COLLECTION

Meet with key City personnel including Finance and Health and Human Services. This meeting will refine project objectives, establish the final project schedule, and identify potential pitfalls. We will review our project approach with meeting participants and make sure that all involved personnel fully understand how the cost allocation plan will be developed and adopted, as well as conform to the City's desired outcomes. We will also request from the City source financial and operational data at this time.

We will then determine appropriate net allowable costs, including labor, for each central service (centralized administrative or support) department or division (such as accounting, human resources, and information technology) while also identifying the primary services (or functions) provided and the recipients of those services. We will also determine jointly with department personnel, optimal allocation bases or metrics to distribute the identified service costs.

PHASE 2 – PROCESS DRAFT COST ALLOCATION PLAN

Based on each central service department's identified services, corresponding net costs, service recipients, and allocation base or metric, we will process a draft cost allocation plan. This draft plan will be reviewed and refined based on several quality assurance activities. Our proprietary cost allocation software will be used to process the cost allocation plan.

PHASE 3 – REVIEW DRAFT RESULTS WITH CITY PERSONNEL

After the draft cost allocation plan is prepared and reviewed internally, our consultants will review the results with City personnel from Finance and key central service and receiving departments such as Human Services, Health, Road and Bridge and other grant funds, and special revenue or enterprise funds. Inconsistencies will be reconciled, new data obtained as required, and the draft cost allocation plan and indirect cost rates (if applicable) will be revised as necessary.

PHASE 4 – FINALIZE RESULTS AND PROVIDE ON-GOING ASSISTANCE

After Finance and other key department personnel have approved the final cost allocation plan, we will prepare supplemental schedules, management reports, compliance verbiage, and certifications as necessary or requested.

Deliver two printed and electronic cost allocation plans to the City, as well as electronic copies of all supporting documentation, including comparison and trend reports, as requested. We will also assist City staff integrate the cost allocation plan and indirect cost rates (if applicable) into the City's financial and operational systems.

Assist in submitting the final cost allocation plan to the Colorado Department of Human Services.

Provide negotiation, audit defense, and technical assistance on an on-going basis to City personnel. We will be available and responsive to City personnel throughout the year to answer questions or provide information.

Should the cognizant agency not approve the plan or rates, we will modify the analysis until accepted.

ESTIMATED SCHEDULE

We anticipate up to a 90-day timeline to complete the project deliverables assuming required data is provided by City personnel in a timely manner. If the City requires a quicker project completion, we are flexible and will work with the requirements. This time frame assumes necessary data is provided in a timely manner in a usable format. This timeframe is flexible and can be modified to meet external and internal deadlines.

Rate Studies

The City of Rifle, Colorado (City) personnel recognize a need to recalibrate the current rate structures for the Fleet and Information Technology (IT) Internal Service Funds (ISF's). The current ISF rate structures may be viewed by City department personnel as not fair, equitable or easily understood. Additionally, the current ISF rate structures may not be recovering the appropriate amount of costs from users. Incorrect cost recovery could result in the ISF's building a fund balance that is too large or too small. Both situations have negative consequences.

Rate Studies Preparation

METHODOLOGY

We recommend approaching this assignment in three phases. The tasks within the Costing Services Work Plan are very similar to those in the Cost Allocation Plan Work Plan. The consistent activities and workflow between the two work plans allows us to work on the two types of cost studies concurrently.

PHASE I Review Each ISF	PHASE 2 Summary Report & Recommendations	PHASE 3 Develop Models
• Initial Meetings • Data Collection • Meet with ISF Managers	• Draft & Finalize Reports for each ISF • Present Results & Recommendations	• Develop Models for Direct Billing of Internal Service Funds

We advise deferring actual rate development to a follow-up phase, once the City decides on key issues such as rate structures and accounting for rate variances.

SPECIFIC PHASES AND TASKS

PHASE 1 – CONDUCT AN INITIAL MEETING WITH DESIGNATED PERSONNEL AND COLLECT DATA

Meet with City personnel who have responsibility or a high interest in the Internal Service Funds and cost shared salaries. This meeting will refine the project scope, specific objectives, goals, uses, requirements, measurements, and schedule of the project. This meeting will also help the project consultants understand the unique aspects of the City, including the organizational structure, city's values and council priorities.

PHASE 2 – MEET WITH INTERNAL SERVICE FUND MANAGERS

Meet with the managers responsible for each of the ISF's individually to discuss the services provided, current policies and procedures, rates, customer concerns, reserve balances and future plans that may impact ISF costs and reimbursements.

How costs are assigned to services, as well as chargeback methods will be discussed, in an effort to understand how each ISF tracks its costs and what costs it bills to customers. This information, along with the units of service activity, will show how rates are determined. Furthermore, the process of billing customers will be imperative to consider, especially when considering for the accounting of adjustments.

Special consideration will be given to the level of replacement funds and working capital. This will allow us to address the gap between rates that are used for general government operations versus charges to departments that manage state or federal grants.

The timing of billings, linkages between the ISF's and the cost allocation plan will also be covered during this meeting, including how over/under charges are reflected in the annual cost plan.

PHASE 3 – PREPARE A DRAFT REPORT SUMMARIZING EVALUATIONS AND RECOMMENDATIONS FOR EACH ISF SEPARATELY

MGT will prepare a report that will document each ISF separately and will show cost shared salaries. The summary will include an evaluation of current methodologies, policies and practices used to set rates, including billing strategies. The report will include recommendations regarding any aspect of the ISF evaluations.

Based on the information gathered in Task 3.0 and the data received from all prior steps, MGT will summarize and evaluate the City's current methodology for each internal service fund, making recommendations for consideration separately for each internal service fund. Recommendations may include methodology changes, ways to simplify or add complexity, additional data considerations or alternative activity or costing models, different ways of summarizing data for allocation, or different calculation methods, among others. As part of this process, it is anticipated that questions may arise as to the financial impact to the City.

PHASE 4 – PROVIDE CLIENT WITH DRAFT REPORT OF EVALUATION AND RECOMMENDATIONS

Meet with Finance Office and ISF managers to present the results of the draft report. This step is an opportunity to review preliminary results, address questions or concerns, and make changes as necessary.

PHASE 5 – FINALIZE REPORT SUMMARIZING EVALUATIONS AND RECOMMENDATIONS AND PRESENT TO CITY MANAGEMENT

Incorporate any comments and changes brought up during Phase 4.0 and finalize report.

ESTIMATED SCHEDULE

We anticipate up to a 120-day timeline to complete the project deliverables assuming required data is provided by City personnel in a timely manner. The two studies could be worked on concurrently. If the City requires a quicker project completion, we are flexible and will work with the requirements. This time frame assumes necessary data is provided in a timely manner in a usable format. This timeframe is flexible and can be modified to meet external and internal deadlines.

City Supplied Assistance

We are flexible in the level of involvement of City personnel. City personnel can work very closely with the project team and be actively involved in every step of the process or can be moderately involved in the project and defer the day-to-day project details and data collection to the consultants. Either approach, or an in-between hybrid approach, will lead to the same successful project results.

Ideally the City will designate a Project Officer to serve as a liaison between the City and the project team. The City's Project Officer will provide institutional knowledge to the project team, provide centralized data such as expenditure and salary reports, and schedule initial meetings with the various departments. The time requirement for this individual is minimal.

In addition to the City's Project Officer, the project will request a department liaison from each allocating, or support, department. Ideally, these department liaisons will be familiar with the operations and personnel within the department they represent. The time requirement for these individuals is minimal.

We estimate that City personnel should spend no more than **2 to 4 hours** on the project, with the exception of the City's Project Officer. This person's time is totally dependent on the amount of involvement in the project he/she wishes to devote to it. That individual might want to participate in all aspects of the project. Most Project Officers participate in selected interviews and all review sessions, in which case their involvement could be **10 to 20 hours** over the course of the project.

Department personnel primary involvement in the project will provide our team with information based on three broad questions.

1. What services does your department provide?
2. How are these services provided?
3. Which departments receive these services?

Department personnel are also asked to review and validate inputs and/or draft results.

Project Deliverables

The City will receive from MGT consultants the following services:

Project Deliverables
1. A Final Full cost allocation plan based on actual or budgeted costs. This cost plan will allow the City to recover indirect costs from agencies with outside revenue sources.
2. Final Full cost allocation plan Management and Trend Report. These reports can be utilized to help analyze the cost allocation plan data in a more manageable format.
3. IT and Fleet Rate Study report including an executive summary and overview of each department; as well as a description of each service category charged and details of the rate calculation. Projected ISF revenues and fund balances will also be included based on different recovery options.
4. IT and Fleet Rate worksheets in excel for future updates.
5. Continuous training, guidance and assistance on applying the cost allocation plan and IT and Fleet rates. Examples of applications include analyzing unit costs, reviewing operational data for trends and efficiencies and as a component of user fees.

6. Analysis of areas where the potential exists for the City to recover additional direct or indirect costs.

Project Team

MS. MEREDITH MILLER, DIRECTOR | PROJECT DIRECTOR

Ms. Meredith Miller will serve as the Project Director for this engagement. In this role Ms. Miller will oversee the project, review formal status reports to City staff, ensure the project stays on schedule, and assist in presenting final project results as needed. Ms. Miller will also work as a consultant on this project, providing support to the Project Manager in any way that is needed.

Ms. Miller is a Director with MGT and has been performing governmental cost-of-service studies for the past 15 years. She has developed a broad background in local government consulting, with a primary focus on cost allocation development, cost of services and user fee rate development, Senate Bill 90 reimbursement, and management auditing of government operations for city, county, state and special district government agencies. Her areas of expertise include Planning, Zoning, and Code Enforcement. Ms. Miller has successfully served clients in California, Colorado, Texas and other states to prepare cost allocation plans, full cost analysis, and indirect cost rate calculations for the past 15 years.

One of Ms. Miller's greatest strengths is her ability to communicate effectively with our clients, from direct operational staff that provide cost plan services, up to managers, directors, and elected officials. She provides flexibility in the amount of time each level of our clients' organizational structure needs to devote to the study while ensuring everyone involved in the study understands the scope, objectives, and most importantly, the outcomes.

MS. MICHELLE GARRETT, MANAGER | PROJECT MANAGER

Ms. Garrett will serve the City as Project Manager. In this role, she will have participation in day-to-day activities such as meeting with department personnel, collecting data, processing data, reviewing draft calculations with the Project Director and preparing final documents.

Ms. Garrett has over fifteen years of professional consulting experience working with local governmental agencies. She has worked with dozens of jurisdictions including many cities and counties in Colorado. Ms. Garrett has led and managed numerous consulting projects involving project initiation and planning, managing the claiming project, collecting and analyzing data as a result of interview and training sessions, performing quality assurance on deliverables, and project close out.

Detailed consultant resumes will be provided upon request.

Project Fee

MGT will provide the proposed deliverables for the following fixed, all-inclusive guaranteed maximum fee. This fee contains all direct and indirect costs including meetings, document production, etc.

Project Description	Total Fees
FY22 Full Cost Allocation Plans Completed in 2023	***$10,250***
FY23 Full Cost Allocation Plans Completed in 2024	***$10,750***
FY24 Full Cost Allocation Plans Completed in 2025	***$11,000***
IT Rate Study	***$10,250***
Fleet Rate Study	***$10,250***

Method of Payment

MGT will provide monthly invoices or will invoice based on achieved milestones. It is customary for MGT to invoice 10% of the contract price at the time of contract execution. This invoiced amount covers MGT efforts on strategy sessions, preliminary on-site meetings, project planning and items not tied to fixed fee tasks outlined in the proposal. The amount due per month will then be based on the remaining amount of the fixed fee amount divided by the anticipated number of months to complete the project.

Additional services requested that fall outside the scope of this project shall be provided on a time-and-materials basis using hourly rates, with all expenses billed at cost subject to pre-approval.

References

Although three references are included in our proposal, any client could serve as a reference. Contact data for all Colorado clients can be provided upon request.

These three references are for current MGT cost allocation clients receiving services from the MGT consultants proposed for the City.

GARRFIELD COUNTY, CO COST PLAN	JEFFERSON COUNTY, CO COST PLAN	CITY OF ALAMEDA, CA ISF STUDY
Mr. Bob Prendergast Finance Administrator 970-625-5912 BPrendergast@Garfield-County.com	Ms. Joyce Neal Sr. Financial Analyst 303.271.8535 JNeal@CO.Jefferson.CO.US	Annie To Finance Director 510.747.4888 Ato@alamedaca.gov

Memorandum

To: Honorable Mayor and Councilors
From: Scott Rust, Finance Director
Date: 3/1/2023
RE: Sole Source Purchase – Cost Allocation Plan & Rate Studies (IT and Fleet)

I am requesting the approval of a sole source procurement in the amount of $52,500 ($30,750 in FY 2023; see agreement for itemized listing) for MGT of America Consulting, LLC. The consultant will provide the City of Rifle with a full cost allocation plan for FY 2023-2025, an IT rate study, and a fleet rate study. These studies will provide the methodology and basis for the allocation of shared costs across the organization.

I am requesting these services be purchased through a sole source methodology for two critical reasons. First, MGT of America Consulting, LLC has produced all cost allocation plans ever utilized by the City of Rifle. The last plan was produced with FY 2019 data for FY2021. Consistency in cost allocation plans is critical for budgeting and long term planning. Second, the consultant's familiarity with the City reduces staff time as well as overall cost to complete these studies. If a new consultant was selected, significant staff time would be required to get the new consultant up to speed with the City before the study could be conducted. With the selection of MGT of America Consulting, LLC the study only requires updated cost data.

Thank you for considering this request.

Scott Rust
Finance Director

City of Rifle
202 Railroad Avenue • P.O. Box 1908 • Rifle, CO 81650
www.rifleco.org

CITY OF RIFLE
PURCHASE REQUEST

1.	Vendor Name NEW: W-9 attached ☐
	MGT of America Consulting, LLC

2.	Vendor Address
	4320 West Kennedy Boulevard, Tampa, FL 33609

3.	For the Purchase of (description)
	Cost Allocation Study (MGMT, IT, FLEET) FY23

4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.
	$30,750	$30,750	[signature]

5.	Dept. Name	General Ledger Acct #
	Finance	100-4151-400-320

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	[signature]	2/22/2023
	City Manager		
	City Council Approval (meeting date)		
10.	Purchase Order # assigned by Finance		

CITY OF RIFLE
AGENDA ITEM REPORT
MEETING DATE: March 1, 2023

Agenda Item #9.d.

Agenda Item Name:
Consider the Appointment of Katie Mackley and Lydia Allen to the Greater Rifle Improvement Team

Presenter:
Kim Burner

Item Description:
Consider the Appointment of Katie Mackley and Lydia Allen as GRIT Board Members

Recommended Action:
Move to approve Katie Mackley and Lydia Allen to the Greater Rifle Improvement Team Board

Fiscal Impact:
N/A

Operational Impact:
The GRIT Board has two vacant seats they are looking to fill. This will help with meeting quorums.

Prior Board Motions:
None

Background Information:
City Council recently amended the Rifle Municipal Code to allow all GRIT Board seats to be open to the public (rather than specific designations for DDA, the Chamber and EDC). With the loosening of those restrictions, Staff has received two applications for the GRIT Board seats.

Executive Summary:
Katie Mackley, co-owner Align Multi Media, 3rd Street downtown Rifle. The GRIT Board believes Mrs. Mackley' service on several boards and past participation with GRIT will be an invaluable asset to the advisory board.

Lydia Allen, Farmers Insurance Agency, West 3rd Street, downtown Rifle. Mrs. Allen has been involved in the Rifle community for many years. Her years of service as a volunteer with several nonprofits in the area will provide a fresh voice on the advisory board.

Notification Requirements:
No additional notice required

Prepared By:
Patrick Waller, Planning Director

Attachments:
1. MEMO Feb. 2023 Appointments for Council
2. Katie Mackley - GRIT Letter of Interest
3. Lydia Allen - Leter of Interest

DEPARTMENT OF PLANNING & DEVELOPMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490 Fax: 970-625-6268

MEMORANDUM

TO: City Council

FROM: Kim Burner, GRIT Manager

DATE: February 22, 2023

SUBJECT: GRIT Advisory Board recommended appointments

The Greater Rifle Improvement Team Board currently has two board openings. Each seat is for a 3 year term.

The GRIT Board interviewed candidates at the February 14, 2023 meeting. The Board recommends the following candidates be appointed by Council.

Katie Mackley, co-owner Align Multi Media, 3rd Street downtown Rifle. The GRIT Board believes Mrs. Mackley' service on several boards and past participation with GRIT will be an invaluable asset to the advisory board.

Lydia Allen, Farmers Insurance Agency, West 3rd Street, downtown Rifle. Mrs. Allen has been involved in the Rifle community for many years. Her years of service as a volunteer with several nonprofits in the area will provide a fresh voice on the advisory board.

The GRIT Advisory Board believes these candidates' best understand the culture, focus and objectives of GRIT and will bring fresh insight to the advisory board.

Feb 8, 2023

Dear G.R.I.T. Board of Directors:

I am writing to express my interest in filling one of the vacancies on the G.R.I.T. Advisory Board.

I am currently co-owner and Chief Operating Officer of Align Multimedia. Align has provided marketing services for G.R.I.T. for the past seven years and, through this partnership, I have become well-versed in the vision and initiatives of the Greater Rifle Improvement Team. I am also the former Executive Director of the Rifle Regional Economic Development Corporation. During my time with the RREDC I worked collaboratively with Kim and Nathan Lindquist to advance the five G.R.I.T. goals and promote the City of Rifle through a variety of economic development and tourism based strategies. I am also a past board member of NUTS and the Rifle Community Foundation, and feel that my extensive experience in all of these arenas would be an asset to the Advisory Board.

I sincerely value the work that G.R.I.T. has done since its inception and the many accomplishments that have been achieved. The G.R.I.T. Advisory Board has been incredibly effective in creating positive outcomes for the City of Rifle, and I would appreciate the opportunity to continue this great work. Thank you for your consideration.

Sincerely,

Katie Mackley

Katie Mackley

216 W 3rd St, Ste 101

Rifle, CO 81650

2/13/2023

To The Greater Rifle Improvement Team,

Please consider me for a position on your advisory board. My qualifications include representation of a Rifle business (Farmers Insurance: The Loter Agency) and I have also been a member of the valley for the past 13 years (Rifle 2 years, Silt 11). I would be happy to join meetings and do what I can to assist in local events. I believe Rifle events are an important part of what makes our community a great place to raise families, work, play, and invite others to visit.

Thank you for your consideration,

Lydia Allen

970-230-1038

CITY OF RIFLE
AGENDA ITEM REPORT
MEETING DATE: March 1, 2023

Agenda Item #9.e.

Agenda Item Name:
Receive Update on Greater Rifle Improvement Team First 2023 Grant Cycle

Presenter:
Kim Burner

Item Description:
GRIT Funding Updates

Recommended Action:
Move to approve Greater Rifle Improvement Team Board funding recommendations for the January grant cycle

Fiscal Impact:
GRIT's budget allocates a portion of the budget for grant requests. For 2023 the amount was $36,500.

Operational Impact:
N/A

Prior Board Motions:
City Council previously approved GRIT's budget with the grant funding allocation

Background Information:
GRIT has two grant cycles - January and June. Organizations that meet GRIT's mission are invited to apply, must submit an application, and are invited to appear in person to answer GRIT Board questions.

Executive Summary:
GRIT received 6 grant applications totaling $33,250 in requested funds. The Bookcliff Council on Arts and Humanities submitted an application but then asked the GRIT Advisory Board to table the application for the June 2023 cycle. The Colorado River Valley Chamber of Commerce also submitted an application for Hometown Holiday but withdrew the application with the decision to allow GRIT to coordinate the event. Withdrawn applications totaled $20,000; Approved applications totaled $10,250; Denied applications totaled $3,000.

Notification Requirements:
No additional notice required.

Prepared By:
Patrick Waller, Planning Director

Attachments:

1. MEMO Feb 2023 GRIT Grants

DEPARTMENT OF PLANNING & DEVELOPMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490 Fax: 970-625-6268

MEMORANDUM

TO: City Council

FROM: Kim Burner, GRIT Manager; Patrick Waller, Planning Director

DATE: Feb. 22, 2023

SUBJECT: Greater Rifle Improvement Team (GRIT) Updates

GRIT received 6 grant applications totaling $33,250 in requested funds. The Bookcliff Council on Arts and Humanities submitted an application but then asked the GRIT Advisory Board to table the application to the June 2023 cycle. The Colorado River Valley Chamber of Commerce also submitted an application for Hometown Holiday but withdrew the application with the decision to allow GRIT to coordinate the event. Withdrawn applications totaled $20,000; Approved applications totaled $10,250; Denied applications totaled $3,000

GRIT Grant Requests Received by the Advisory Board:

Rifle Rendezvous Festival

Rifle Rendezvous requested $5,000 for the May 19-21, 2023 event. This matches requests that have been submitted in past funding cycles. **GRIT Advisory Board approved funding in the amount of $5,000 for 2023.**

Rifle Farmer's Market

The Farmer's Market request is consistent with prior years at $4,000. Due to the focus on growing vendors **the GRIT Advisory Board is approved funding at the requested $4,000.**

Rifle Summer Baseball

Rifle Summer Baseball is requesting $1,250 for support of 2 baseball tournaments to be held in Rifle summer of 2023. Each tournament, which lasts multiple days, brings approximately 200 visitors to Rifle. **The GRIT Advisory Board approved funding Rifle Summer Baseball at the requested $1,250**

DEPARTMENT OF PLANNING & DEVELOPMENT
202 Railroad Avenue, Rifle, CO 81650
Phone: 970-665-6490 Fax: 970-625-6268

Middle Colorado Watershed Council

A grant application was received from the Middle Colorado Watershed Council for the amount of $3,000 for enhancements to River Stop and to fund the movie event at the facility. GRIT Advisory Board was not comfortable with approving funds without more information on the planned enhancements to River Stop. **GRIT Advisory Board voted to deny the January grant request of $3,000 with an invitation to re-apply with more information during the June grant cycle.**

CITY OF RIFLE
AGENDA ITEM REPORT
MEETING DATE: March 1, 2023

Agenda Item #10.a.

Agenda Item Name:
Report to City Manager

Presenter:
Tommy Klein, City Manager

Item Description:
Staff report on notable tasks completed within the individual departments.

Recommended Action:
No action necessary

Fiscal Impact:
N/A

Operational Impact:
N/A

Prior Board Motions:
N/A

Background Information:
N/A

Executive Summary:
Work Report to City Manager
02/24/2023

Notification Requirements:
N/A

Prepared By:
Alexis Ramirez, Deputy City Clerk

Attachments:
1. Report to City Manager 02.24.2023

WORK REPORT TO CITY MANAGER

02.24.2023

PUBLIC WORKS

- Projects in design phase: Whiteriver, Tripp, and Morrow Dr. Re-construction; E. 5th & Ute rebuild; Railroad Ave – 5th to 9th rebuild; all at various stages of design with construction in 2024 & 2025.
- Park Hill retaining wall for City/Frontella property line: awaiting CTL Thompson engineering design report for wall.
- Whiteriver Signalization: preparation of plans for Final Office Review (FOR) – 90% Plan Design Meeting tentatively planned for mid to late April 2023; anticipating a June 2023 Bid Release
- Development of design for the new Park-n-Ride; planning for a late summer bid release.
- Update of Public Works Manual – 35%
- Developing plans and procedure and receiving 3rd party review for Colorado River Bridge 16" water line restraint and alignment repair. Plans are at 95% with review and bid release by March 1, 2023
- Design review and comment on various residential and commercial developments, to include Pine West Developments in North Rifle and West Rifle, Stillwell Avenue area development, Fairway Avenue Extension, EcoDwelling – Marketplace

FLEET

- Fleet maintenance for winter operations
- Snowplow equipment maintenance
- Preparation of auction vehicles

OPERATIONS & MAINTENANCE

- Snowplow operations
- Pothole repair, street maintenance, and weed tree control.
- Snowplow equipment maintenance

Two weeks look-ahead

- Snow removal efforts
- Preparation for Spring Auction of Surplus Vehicles

PD

We had a successful strategic planning meeting yesterday at the hospital. Goals were broken down into 1-3 year goals and 3-5 year goals. We also had some low hanging fruit that is either already started or relatively easy to start and accomplish immediately.

PARKS & RECREATION

- We held the final public engagement meeting for Birch Park on February 16th and had 18 community members attend the meeting. City staff is now reviewing first drafts of the Rifle Mountain Park and Rose Hill Cemetery master plans. Both PRAB and Council will receive a presentation from Design concepts on April 19th for the Birch Park Master Plan. On May 17th PRAB and Council will receive a presentation on Rifle Mountain Park and Rose Hill Cemetery master plans.

- City staff is working to update cemetery fees and regulations to help with overall operations.
- Contractors have completed repairs from the pool incident on 12/18/2022. Total repair cost including water restoration work is $10,871.11
- We submitted a concept paper for a GOCO grant to help fund Birch Park. We were notified on February 16th that our project was not recommended to submit a full proposal. During this cycle there were 34 concept papers requesting more than $22M in funding. With the help of our S2 consultants we will continue to seek other grant opportunities.