



CITY COUNCIL

WORKSHOP AND REGULAR MEETING AGENDA

February 7, 2024
7:00 PM
202 Railroad Avenue, Rifle, CO

5:30 PM - Workshop Meeting

Discussion and Review

- a. Propose Topics for the Board of County Commissioners Meeting
- b. Discuss Agenda Item Action Form Layout

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 January 17, 2024 Regular Meeting
 - 5.b. Consider Liquor License Renewal for Tapatios 2, LLC dba Tapatios
 - 5.c. Consider Liquor License Renewal for Kum & Go, LC dba Kum and Go #921
 - 5.d. Consider Liquor License Renewal for Nachos Mexican Dining, LLC dba Nachos Mexican Dining
 - 5.e. Consider Liquor Store License Transfer of Ownership for Rocky Mountain Liquors, Inc. dba Rocky Mountain Liquors
 - 5.f. Consider Temporary Sign Code Text Amendments - Ordinance No. 1, Series of 2024 - 2nd Reading
 - 5.g. Consider Landscape Maintenance / Snow Removal Contractor
 - 5.h. Consider Approval of Purchase Request for Portable Restroom Services

- 5.i. Consider Appointments to the Parks and Recreation Advisory Board
- 5.j. Consider the Reappointment of Aaron Cumming, Ken Blatter, and Michael Clancy to the Parks and Recreation Advisory Board
- 5.k. Consider Approval of the Biennial Purchase of Water Plant Citric Acid
- 5.l. Consider Approval of the Yearly Water Plant Aluminum Sulfate Purchase
- 5.m. Consider Approval of the Yearly Water Plant Sodium Hypochlorite Purchase
- 5.n. Consider Purchase of Ute Theater Projector with Lenses

6. Action, if any, on Workshop Items

7. Regular Agenda

- 7.a. Consider Approval of Purchase Order and Expenditure for Mind Springs Social Setting Withdrawal Management (SSWM) Program
- 7.b. Consider Approval of Purchase Order and Subsequent Expenditure to Fund the Rifle Community Foundation
- 7.c. Consider Ratification of Emergency Procurement Expenditure for the Waste Water Treatment Plant
- 7.d. Consider Request from the Western Garfield County Chamber of Commerce
- 7.e. Consider Appointing Misty Briscoe-Garcia to the Downtown Development Authority (DDA) Board
- 7.f. Consider Enacting Section 8-1-205 to the Rifle Municipal Code Regarding the Visual Display of License Plates - Ordinance No. 2, Series of 2024 - 1st Reading

8. Administrative Reports

- 8.a. Report to City Manager
- 8.b. Manager Designating Items as Surplus
- 8.c. Traveler Report for December 2023

9. Comments from Mayor and Council

10. Adjournment



Agenda Item #a.

Agenda Item Name:

Propose Topics for the Board of County Commissioners Meeting

Presenter:

Tommy Klein, City Manager

Item Description:

Propose Topics for the Board of County Commissioners Meeting

Recommended Action:

None

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

Council has a meeting with the Board of County Commissioners (BOCC) on Wednesday, March 13, 2024.

Executive Summary:

Council has a meeting with the BOCC on Wednesday, March 13, 2024. Council can create a list of topics to be discussed at the meeting. The topics will be added to the agenda and will be provided to the County Manager.

Notification Requirements:

None

Prepared By:

Tommy Klein, City Manager

Attachments:

None



Agenda Item #b.

Agenda Item Name:

Discuss Agenda Item Action Form Layout

Presenter:

Tommy Klein, City Manager
Misty Williams, City Clerk

Item Description:

Discuss Agenda Item Action Form Layout

Recommended Action:

Discussion only. No action is necessary. If changes are recommended, all edits can be made administratively.

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

Mayor Strode would like to review the agenda item format (fields) and determine if changes should be made.

Executive Summary:

In January 2018, the Agenda Item Action Form was initiated in an effort to streamline the City Council packet's agenda items and to help give a brief summary for each of the items on the agenda. On August 5, 2020, the City of Rifle Clerk's Department began using the CivicClerk software to create the City Council's meeting packets and agendas. An Agenda Item Action Form was created as part of this implementation, with a few minor changes being made from the original form.

The current Agenda Item Action Form can be easily edited to reflect the Council's desire for specific information.

Attached are examples of the City of Glenwood Springs and the City of Grand Junction's agenda forms/staff reports.

Notification Requirements:

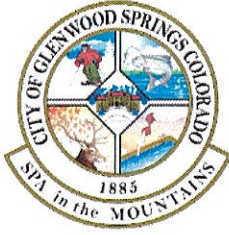
None

Prepared By:

Misty Williams, City Clerk

Attachments:

1. Glenwood Springs - Staff Report
2. Grand Junction - Agenda Report



City Council
STAFF REPORT
City of Glenwood Springs
January 4, 2024

Agenda Item:	Tourism Promotion Contract with the Chamber Resort Association
Action Requested:	Approval of the Chamber Association Contract to Provide Tourism Promotion
Department:	City Administration
Presented By:	Steve Boyd
Strategic Goals:	Generate Sustainable Economic Development
Background Info:	Each year Council outsources activities that promote the tourism industry in Glenwood using funds collected by our 2.5% lodging tax.
Issues:	Council is required to approve budgeted contractual expenditures of more than \$100,000.
Fiscal Impact:	The Chamber Association contract is approximately \$1.5 million, the tourism fund budget is attached to this agenda item.
Legal Review:	Legal has reviewed the contract.
Staff Recommendation:	Staff supports approval of this contract for 2024.



Grand Junction City Council

Regular Session

Item #4.a.i.

Meeting Date: January 17, 2024
Presented By: Shelley Caskey, Human Resources Director
Department: Human Resources
Submitted By: Shelley Caskey, Human Resources Director

Information

SUBJECT:

An Ordinance Approving 457 Match

RECOMMENDATION:

Approve an ordinance approving a 457 match.

EXECUTIVE SUMMARY:

Article XI, Section 88, of the City Charter, requires that the City Council act by ordinance to continue, alter, establish, provide for, and amend pension plans. While the City does not provide pensions for most retired employees, it does provide certain retirement plans, one of which is a deferred compensation plan in accordance with Section 457 of the Internal Revenue Code ("457 Plan"). Consistent with past City practice, the City Council considers and approves, in accordance with the Charter, changes to retirement plans. This is such an ordinance.

BACKGROUND OR DETAILED INFORMATION:

On December 6, 2023, the City Council adopted Ordinance 5186, setting the City's 2024 budget and making appropriations in support of expenditures planned by the budget. That Ordinance included a 1 percent City contribution to participating employees' 457 Plans so long as each participating employee is electing to defer at least 2 percent of the employee's base salary to his or her 457 Plan. The City will contribute, on behalf of each participant, for a Plan Year 1 percent of the participating employee's base salary. The City contribution is offered as an incentive to attract and retain employees and to encourage employees to save for retirement.

FISCAL IMPACT:

The 2024 estimated cost for the 457 match is \$273,000. These funds are included in the 2024 Adopted Budget.

SUGGESTED MOTION:

I move to (adopt/deny) Ordinance No 5197. An Ordinance approving a 457 match, and ordered final publication in pamphlet form.

Attachments

1. ORD-457 1% 20231221



Agenda Item #5.a.

Agenda Item Name:

Consider Minutes of the January 17, 2024 Regular Meeting

Presenter:

Misty Williams, City Clerk

Item Description:

Consider Minutes of the January 17, 2024, Regular Meeting

Recommended Action:

Move to approve the minutes of the January 17, 2024, 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 January 17, 2024, Regular Meeting

Notification Requirements:

N/A

Prepared By:

Alexis Ramirez, Deputy City Clerk

Attachments:

1. 01.17.2024 DRAFT Minutes



RIFLE CITY COUNCIL

REGULAR MEETING

January 17, 2024
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 Sean Strode.

Present at Roll Call:

Councilor Alicia Gresley, Councilor Chris Bornholdt, Councilor Clint Hostettler, Councilor Joe Carpenter, Councilor Karen Roberts and Mayor Sean Strode.

Councilor Alicia Gresley moved to excuse Councilor Brian Condie from Council Meeting; seconded by Councilor Chris Bornholdt.

Roll Call: Yes - Alicia Gresley, Sean Strode, Chris Bornholdt, Clint Hostettler, Karen Roberts, and Joe Carpenter.

No – None.

Others Present:

City Manager Tommy Klein, City Clerk Misty Williams, City Attorney Jim Neu, Rifle Cable 10 Manager (RCTV) Michael Churchill, Chief of Police Debra Funston, Planning Director Patrick Waller, Planner Geir Sverdrup, Human Resource Manager Danielle Hogan, Phil Vaughan with Vaughan Construction, John Kuersten with Kuersten Construction, LLC., Parks and Recreation Director Austin Rickstrew, Rifle Police Department Officers, Officer Leland Loux and Family.

PUBLIC COMMENT

No public comment was heard.

CONSENT AGENDA – CONSIDER THE FOLLOWING ITEMS:

- A. Consider Designating a Public Posting Place – Resolution No. 1, Series of 2024
- B. Consider Minutes of the December 20, 2023 Regular Meeting
- C. Consider Liquor License Renewal for Capitol Deli, LLC dba Capitol Deli
- D. Consider Liquor License Renewal for Super Kidz, LLC dba Super Kidz, LLC
- E. Consider Liquor License Renewal for El Rincon Centroamericano dba El Rincon Centroamericano
- F. Consider Approval of 2024 Premiums for City of Rifle Worker's Compensation Plan
- G. Consider Approval of 2024 Premiums for City of Rifle Employee Health Insurance
- H. Consider Approval of the Yearly Wastewater Polymer Purchase
- I. Consider Approval of Purchase Order for Sustainable Strategies
- J. Consider Approval of Purchase Order for Journey Home Animal Shelter
- K. Consider Approving Annual Dues for Rifle Regional Economic Development Corporation (RREDC)
- L. Consider Approving Support of the Colorado River Valley Economic Development Partnership (CRVEDP)
- M. Consider Allowing the City Manager to Sign and Approve Intergovernmental Agreement with Colorado Department of Transportation (CDOT) for Completion of the Park and Ride – Resolution No. 3, Series of 2024

Rifle City Council Meeting January 17, 2024

Councilor Clint Hostettler moved to approve Consent Agenda Item A, B, C, D, E, F, G, H, I, J, K, L, and M; seconded by Councilor Chris Bornholdt.
Roll Call: Yes - Clint Hostettler, Sean Strode, Joe Carpenter, Chris Bornholdt, Karen Roberts and Alicia Gresley (A-J & M).
Recused from Items K and L – Councilor Alicia Gresley.
No – None.

PRESENTATION

Pinning of Rifle Police Officer Leland Loux

Chief of Police Debra Funston provided a summary of Officer Leland Loux’s training through the academy. Officer Leland Loux initiated the police academy on May 14, 2023, completed all his training as of December 22, 2023, and was ready to patrol as a full-time police officer.

Granddaughter Elianna pinned Officer Leland Loux’s badge.

Officer Leland Loux’s family was present.

Receive Presentation from Phil Vaughan on Phase Three of the City Hall Project

Phil Vaughan provided a presentation on phase three of the City Hall project. A summary was provided on the timeline of the initial phase of the project throughout the last two years. Phase three included the demolition and structural improvements, electrical upgrades, installation of the rooftop HVAC unit, repairs to the radiant heating system and boiler replacement.

PUBLIC HEARING

Consider Temporary Sign Code Text Amendments – Ordinance No. 1, Series of 2024

Mayor Sean Strode opened the public hearing.

Planning Director Patrick Waller presented the temporary sign code text amendment - Ordinance No. 1, Series of 2024. This ordinance is an amendment to the City of Rifle land use code. Staff received feedback from members of the business communities that the sign code has been overly restrictive, especially regarding “flutter flags”. Based on the community input, staff reviewed the sign code for areas where additional flexibility could be found without significantly impacting the aesthetics of the community. Planning Commission had over three public hearings and workshop sessions to review the proposed text changes. Proposed changes include an adjustment to the a-frame sign, inflatable sign definition, animated electronic signs, and proposed temporary signage changes including flutter flags. Notice requirements were met. The Planning Commission recommends that City Council approves the text amendment package for temporary signs.

Planning Director Patrick Waller answered questions for the Council.

Comments were heard from Paul Cauffman and Ed Ford.

Mayor Sean Strode closed the public hearing.

Councilor Alicia Gresley moved to approve Ordinance No. 1, Series of 2024 on first reading as presented and order it to be published as required by Charter; seconded by Councilor Clint Hostettler.

Roll Call: Yes - Karen Roberts, Alicia Gresley, Sean Strode, Joe Carpenter, Chris Bornholdt and Clint Hostettler.

No – None.

Consider Sketch Plan, Preliminary Plan, and Preliminary PUD Development Plan for Ecodwellings – 14th Street Marketplace

Mayor Sean Strode opened the public hearing.

Planner Geir Sverdrup and Planning Director Patrick Waller presented the request to consider the preliminary plan, planned PUD development plan and PUD zoning of the property to subdivide approximately 1.9 acres into 12 single-family lots. The original intent of the project was to provide for higher density multi-family housing with allowances for commercial development. The project also included architectural standards for the property. Since the project was approved, only Lot 1 has been developed with the City Market gas station. An application was previously reviewed and considered by City Council for a 17-unit Preliminary Plan / Planned Unit Development by the same applicant. Due to unresolved easement issues, the applicant has returned with a new application for 12 units. Lots within the project are proposed to be a minimum of 3,000 square feet in area. The applicant is requesting a Planned Unit Development zoning to decrease the lot size in the Community Service Business District. The applicant has requested a list of items as presented to be part of the PUD request. The Planning and Zoning Commission recommends that the City Council approves the application for a Preliminary Plan and rezones the project to an updated CS – PUD with the presented conditions.

Planning Director Patrick Waller, Planner Geir Sverdrup and John Kuersten with Kuersten Construction, LLC answered questions for the Council.

No public comment was heard.

Mayor Sean Strode closed the public hearing.

Councilor Clint Hostettler moved to approve the Sketch Plan, Preliminary Plan and Preliminary PUD Development Plan with conditions for Ecodwellings – 14th Street Marketplace; seconded by Councilor Chris Bornholdt.

Roll Call: Yes - Alicia Gresley, Karen Roberts, Chris Bornholdt, Clint Hostettler and Sean Strode.
No – Joe Carpenter.

REGULAR AGENDA

Consider Approving an Application for the DOLA Peace Officer Behavioral Health Support and Community Partnership Grant Program

Chief of Police Debra Funston presented a request to consider approving an application to be submitted for the DOLA peace officer behavioral health support and community partnership grant program. This grant has been used in the past for the police department's annual psychological check-ups and training sessions emphasizing mental health and wellness for staff. Staff recommends approval of application submittal as a mental aid resource for the police department.

Chief of Police Debra Funston answered questions for Council.

Councilor Chris Bornholdt moved to allow the Chief of Police Debra Funston to apply for the DOLA Peace Officer Behavioral Health grant; seconded by Councilor Alicia Gresley.

Roll Call: Yes - Joe Carpenter, Alicia Gresley, Karen Roberts, Chris Bornholdt, Clint Hostettler, and Sean Strode.

No – None.

Consider Purchase of a Projector for the Ute Theater

City Manager Tommy Klein presented a request to consider the purchase of a projector for the Ute Theater. The old projector at the Ute Theater has failed and is no longer serviceable. The projector is used to show videos, pictures, PowerPoint slides and similar visual media. A projector is used often and is a required piece of equipment for many organizations that rent the Ute. The old projector was installed when the Ute was reopened in 2012. Staff recommends the approval of the purchase of an Epson EB-PU2216B projector for \$25,761.00 as a necessary piece of equipment to enable the Ute to host events requiring visual media. The vendor and price of the projector is set by Sourcewell. Staff recommends purchasing from Sourcewell as an approved method of procurement per City Ordinance 4-3-50.

Councilor Alicia Gresley moved to approve the purchase of an Epson Projector for the Ute Theater at a total cost of \$25,761.00; seconded by Councilor Joe Carpenter.

Roll Call: Yes - Karen Roberts, Clint Hostettler, Alicia Gresley, Joe Carpenter, Chris Bornholdt, and Sean Strode.

No – None.

Consider VMware Licensing and Maintenance Renewal for 2024

City Manager Tommy Klein presented a request to consider the VMware Licensing and Maintenance Renewal for 2024. Maintenance of VMware products and services consists of support and licensing for server OS and desktop OS virtualization. Staff recommends a 3-year (2024-2026) renewal contract for a portion of this renewal to secure the prices and save funds over the years.

City Manager Tommy Klein answered questions for Council.

Councilor Alicia Gresley moved to approve the purchase of VMware licensing for 2024 in the amount not to exceed \$51,672.00; seconded by Councilor Karen Roberts.

Roll Call: Yes - Sean Strode, Joe Carpenter, Chris Bornholdt, Clint Hostettler, Alicia Gresley and Karen Roberts.

No – None.

Consider Microsoft Licensing and Maintenance Renewal for 2024 (Ratification)

City Manager Tommy Klein presented a request to consider the Microsoft Licensing and Maintenance Renewal for 2024. Maintenance of Microsoft products consists of ongoing licensing and updates of the operating systems used by the City. The quote also includes licenses for Office 365, cloud hosting and storage. To avoid any service interruption, Microsoft requires a purchase order to secure pricing. Staff recommends approval of the Microsoft licensing and maintenance renewal for 2024 as City staff relies heavily on using the product software to conduct daily businesses.

Councilor Chris Bornholdt moved to approve the purchase of the 2024 Microsoft Licensing & Maintenance at a cost of \$44, 690.50; seconded by Councilor Clint Hostettler.

Roll Call: Yes - Karen Roberts, Alicia Gresley, Sean Strode, Joe Carpenter, Chris Bornholdt, and Clint Hostettler.

No – None.

Consider Declaring the 2011 Toyota Prius as a Surplus

Parks and Recreation Director Austin Rickstrew presented a request to consider declaring the 2011 Toyota Prius as surplus. This vehicle still holds some value therefore staff requests the ability to trade it in to Columbine Ford and obtain a credit towards new vehicle purchases needed for the Parks and Recreation Department. The trade in value offered by Columbine Ford for the 2011 Toyota Prius was of \$6,000.00. Staff recommends approval of declaring the 2011 Toyota Prius as surplus to take advantage of the value which is by far more than what it could be auctioned for.

Councilor Chris Bornholdt moved to declare the 2011 Toyota Prius as surplus and to be traded into Columbine Ford; seconded by Councilor Alicia Gresley.

Roll Call: Yes - Karen Roberts, Sean Strode, Alicia Gresley, Clint Hostettler, Chris Bornholdt, and Joe Carpenter.

No – None.

Consider Purchasing Two Ford F150s for the Parks and Recreation Department

Parks and Recreation Director Austin Rickstrew presented a request to consider purchasing two Ford F150s for the Parks and Recreation Department. Staff has been working on replacing two trucks for 2024 and found two vehicles with the specifications needed, in stock at Columbine Ford. The purchase price for each truck is \$48,211.00 and \$48,283.00 and by trading the 2011 Toyota Prius as surplus that still holds a value of \$6,000.00; the total purchase price of the two trucks will come down to \$90,949.00. Staff recommends the approval of this purchase as it is a sole source purchase with Columbine Ford's trucks readily available on the lot.

Councilor Alicia Gresley moved to approve the purchase of two Ford F150s from Columbine Ford in the amount of \$90,949.00; seconded by Councilor Chris Bornholdt.

Roll Call: Yes - Chris Bornholdt, Karen Roberts, Clint Hostettler, Alicia Gresley, Joe Carpenter, and Sean Strode.

No – None.

Consider Support of DOLA Strong Communities Grant for Rifle Apartments Project – Resolution No. 2, Series of 2024

Planning Director Patrick Waller presented a request to consider the support of DOLA Strong Communities Grant for Rifle Apartments Project – Resolution No. 2, Series of 2024. The City of Rifle has applied for a grant to construct the public infrastructure associated with the 60-unit development site west of the Brenden Theater property and North of Highway 6 by Evergreen Real Estate Group as well as the waiver of impact fees. The project includes 60 units of affordable housing for rent with 30 – one-bedroom units, 20 - two-bedroom units, and 10 – three-bedroom units with 93 parking spaces. Grant will be awarded early April just in time before construction estimated timeframe to commence in May of 2024.

The total grant budget is \$4,520,572 (with a required 20% match – approximately \$950,000) and includes the following items:

- Extension of Rifle Creek trail that runs behind the Brendan Theater through the site Page 219 of 300
- Extension of Park Avenue from Centennial Parkway to the north with a connection to the existing Park Avenue. This includes a bridge that crosses Rifle Creek and is included in both the City of Rifle's Transportation Master Plan as well as the Comprehensive Plan.
- Replacement of a water line in Centennial Parkway
- Waiver of \$775,000 in City impact fees that will be reimbursed by the State.

In 2023, Evergreen was awarded the extremely competitive nine-percent tax credit from Colorado Housing and Finance Authority. The City of Rifle application to Strong Communities has been moved to the next step in the Department of Local Affairs (DOLA) application process. As part of this process DOLA requires a Resolution of support from City Council. This will allow City Staff to continue to work on the grant application and obtain a letter of support for the project. Staff recommends that City Council approve the Resolution of support for the project.

Councilor Alicia Gresley moved to approve Resolution No. 2, Series of 2024 in support of the DOLA Strong Communities Grant for Rifle Apartments Project; seconded by Councilor Clint Hostettler.

Roll Call: Yes - Alicia Gresley, Sean Strode, Chris Bornholdt, Clint Hostettler, Karen Roberts and Joe Carpenter.

No – None.

Report to City Manager

Reports were heard from City Manager Tommy Klein, City Clerk Misty Williams, Planning Director Patrick Waller, Parks and Recreation Director Austin Rickstrew and Chief of Police Debra Funston.

Comments from Mayor and Council

Comments were heard from Councilor Alicia Gresley, Councilor Clint Hostettler, and Councilor Chris Bornholdt.

Adjournment

Meeting adjourned at 9:16 p.m.

Misty Williams
City Clerk

Sean Strode
Mayor



Agenda Item #5.b.

Agenda Item Name:

Consider Liquor License Renewal for Tapatios 2, LLC dba Tapatios

Presenter:

Misty Williams, City Clerk

Item Description:

Consider Liquor License Renewal for Tapatios 2, LLC dba Tapatios

Recommended Action:

Move to approve the Liquor License Renewal for Tapatios 2, LLC dba Tapatios

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

Tapatios 2, LLC dba Tapatios located at 120 East 3rd Street, Rifle, CO has submitted a Hotel & Restaurant 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 2024 Tapatios Renewal

APPLICANT ID: 797175

Submit to Local Licensing Authority

TAPATIOS
120 EAST 3RD STREET
Rifle CO 81650

RECEIVED

JAN 09 2024

City Clerk
City of Rifle

Fees Due	
Renewal Fee	625.00
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$

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.

Colorado Beer and Wine License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name TAPATIOS 2 LLC		Doing Business As Name (DBA) TAPATIOS	
Liquor License #	License Type Hotel & Restaurant (city)		
Sales Tax License Number	Expiration Date 02/29/2024	Due Date 01/15/2024	
Business Address 120 EAST 3RD STREET Rifle CO 81650			Phone Number 9709840711
Mailing Address 120 EAST 3RD STREET Rifle CO 81650		Email	
Operating Manager Esmeralda Cornejo	Date of Birth	Home Address	Phone Number
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 <u>08-31-2027</u>			
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
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

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
<i>Esmeralda Cornejo</i>	<i>Owner</i>
Signature	Date
<i>Esmeralda Cornejo</i>	<i>12-10-2023</i>

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

Tax Check Authorization, Waiver, and Request to Release Information

I, Esmeralda Cornejo am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Tapatios 2 LLC (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 payment obligations.

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

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

Name (Individual/Business) <u>Tapatios 2 LLC</u>		Social Security Number/Tax Identification Number	
Address <u>120 E 3rd St.</u>			
City <u>Rifle</u>		State <u>Colorado</u>	Zip <u>81650</u>
Home Phone Number		Business/Work Phone Number	
Printed name of person signing on behalf of the Applicant/Licensee <u>Esmeralda Cornejo</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>Esmeralda Cornejo</u>			Date signed <u>12-10-2023</u>

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).



Agenda Item #5.c.

Agenda Item Name:

Consider Liquor License Renewal for Kum & Go, LC dba Kum and Go #921

Presenter:

Misty Williams, City Clerk

Item Description:

Consider Liquor License Renewal for Kum & Go, LC dba Kum and Go #921

Recommended Action:

Move to approve the Liquor License Renewal for Kum and Go, LC dba Kum and Go #921

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

Kum & Go, LC dba Kum and Go #921 located at 120 East 1st Street 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 2024 Kum&Go #921 Renewal

Submit to Local Licensing Authority

KUM & GO #921
1459 GRAND AVENUE
Des Moines IA 50309

Fees Due	
Renewal Fee	221.25
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 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 #921	
Liquor License #	License Type Fermented Malt Beverage and Wine (city)		
Sales Tax License Number	Expiration Date 04/18/2024	Due Date 03/04/2024	
Business Address 120 EAST 1ST STREET Rifle CO 81650-2302			Phone Number
Mailing Address 1459 GRAND AVENUE Des Moines IA 50309		Email licenses@kumandgo.com	
Operating Manager Hollie Doyle	Date of Birth	Home Address	Phone Number
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 8/20/2033			
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 See Master File Attached			
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 Violations Attached*

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 Locations Attached*

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 *Licensing Coordinator*

Camille Hayes

Signature

Camille Hayes

Date

1/4/2024

Report & Approval of City or County Licensing Authority

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

Therefore this application is approved.

Local Licensing Authority For

Date

Signature

Title

Attest

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 payment obligations.

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

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

Name (Individual/Business) <u>Kum & Go #921</u>		Social Security Number/Tax Identification Number	
Address <u>120 East 1st Street</u>			
City <u>D Rifle</u>		State <u>CO</u>	Zip <u>81650</u>
Home Phone Number		Business/Work Phone Number	
Printed name of person signing on behalf of the Applicant/Licensee <u>Camille Hayes</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>Camille Hayes</u>			Date signed <u>1/4/2024</u>
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).			



Agenda Item #5.d.

Agenda Item Name:

Consider Liquor License Renewal for Nachos Mexican Dining, LLC dba Nachos Mexican Dining

Presenter:

Misty Williams, City Clerk

Item Description:

Consider Liquor License Renewal for Nachos Mexican Dining, LLC dba Nachos Mexican Dining

Recommended Action:

Move to approve the Liquor License Renewal for Nachos Mexican Dining, LLC dba Nachos Mexican Dining

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

Nachos Mexican Dining, LLC dba Nachos Mexican Dining located at 2000 Railroad Avenue, Rifle, CO has submitted a Hotel & Restaurant 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 2024 Nachos Renewal

Submit to Local Licensing Authority

NACHO'S MEXICAN DINING LLC
2000 RAILROAD AVE
Rifle CO 81650

Fees Due	
Renewal Fee	625.00
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$

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.

Colorado Beer and Wine License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name NACHO'S MEXICAN DINING LLC		Doing Business As Name (DBA) NACHO'S MEXICAN DINING LLC	
Liquor License #	License Type Hotel & Restaurant (city)		
Sales Tax License Number	Expiration Date 03/17/2024	Due Date 02/01/2024	
Business Address 2000 RAILROAD AVE Rifle CO 81650			Phone Number
Mailing Address 2000 RAILROAD AVE Rifle CO 81650		Email jessmn22@hotmail.com	
Operating Manager Jessica	Date of Birth	Home Address	Phone Number
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 _____			
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
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

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

Jessica Mendoza

owner

Signature

Date

01-10-24

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

Tax Check Authorization, Waiver, and Request to Release Information

I, Jessica Mendoza am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of NACHOS Mexican LLC (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 payment obligations.

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

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

Name (Individual/Business) <u>NACHOS Mexican Dining LLC</u>		Social Security Number/Tax Identification Number	
Address <u>2000 Railroad Ave</u>			
City <u>Rifle</u>		State <u>CO</u>	Zip <u>81650</u>
Home Phone Number		Business/Work Phone Number	
Printed name of person signing on behalf of the Applicant/Licensee <u>Jessica Mendoza</u>			
Applicant/Licensee's signature (Signature authorizing the disclosure of confidential tax information) <u>[Signature]</u>			Date signed
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).			



Agenda Item #5.e.

Agenda Item Name:

Consider Liquor Store License Transfer of Ownership for Rocky Mountain Liquors, Inc. dba Rocky Mountain Liquors

Presenter:

Misty Williams, City Clerk

Item Description:

Consider Liquor License Transfer of Ownership for Rocky Mountain Liquors, Inc. dba Rocky Mountain Liquors

Recommended Action:

I move to approve the Transfer of Ownership for Rocky Mountain Liquors, Inc. dba Rocky Mountain Liquors

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

Rocky Mountain Liquors, Inc. dba Rocky Mountain Liquors, located at 1735 Railroad Ave., Rifle, CO has submitted a Transfer of Ownership application for the Liquor Store License (CO State License #28-10865-0000), formerly held by Rocky Mountain Liquors Inc.. The application was submitted in its entirety on December 26, 2023.

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

Executive Summary:

None

Notification Requirements:

None

Prepared By:

Alexis Ramirez, Deputy City Clerk

Attachments:

1. REDACTED - Rocky Mountain Liquors (Transfer of Ownership)

Colorado Liquor Retail License Application

RECEIVED

DEC 26 2023

City Clerk
City of Rifle

☐ New License ☐ New-Concurrent ☒ Transfer of Ownership ☐ State Property Only ☐ Master file			
All answers must be printed in black ink or typewritten Applicant must check the appropriate box(es) Applicant should obtain a copy of the Colorado Liquor and Beer Code: SBG.Colorado.gov/Liquor			
1. Applicant is applying as a/an ☐ Individual ☐ Limited Liability Company ☐ Association or Other ☒ Corporation ☐ Partnership (includes Limited Liability and Husband and Wife Partnerships)			
2. Applicant If an LLC, name of LLC; if partnership, at least 2 partner's names; if corporation, name of corporation <u>Rocky Mountain Liquors, Inc.</u>			FFIN Number 1
2a. Trade Name of Establishment (DBA) <u>Rocky Mountain Liquors</u>		State Sales Tax Number 1	Business Telephone <u>970 625 0113</u>
3. Address of Premises (specify exact location of premises, include suite/unit numbers) <u>1735 RAILROAD AVE</u>			
City <u>RIFLE</u>		County <u>GARFIELD</u>	State <u>CO</u> ZIP Code <u>81650</u>
4. Mailing Address (Number and Street) <u>1735 RAILROAD AVE</u>		City or Town <u>RIFLE</u>	State <u>CO</u> ZIP Code <u>81650</u>
5. Email Address <u>darren.trujillo@comcast.net</u>			
6. If the premises currently has a liquor or beer license, you must answer the following questions			
Present Trade Name of Establishment (DBA)		Present State License Number	Present Class of License
			Present Expiration Date
Section A Nonrefundable Application Fees*		Section B (Cont.) Liquor License Fees*	
☐ Application Fee for New License.....\$1,100.00		☐ Liquor-Licensed Drugstore (County)\$312.50	
☐ Application Fee for New License w/Concurrent Review\$1,200.00		☐ Lodging & Entertainment - L&E (City)\$500.00	
☒ Application Fee for Transfer\$1,100.00		☐ Lodging & Entertainment - L&E (County)\$500.00	
Section B Liquor License Fees*		☐ Manager Registration - H & R\$30.00	
☐ Add Optional Premises to H & R.....\$100.00 X _____ Total _____		☐ Manager Registration - Tavern\$30.00	
☐ Add Related Facility to Resort Complex\$75.00 X _____ Total _____		☐ Manager Registration - Lodging & Entertainment.....\$30.00	
☐ Add Sidewalk Service Area.....\$75.00		☐ Manager Registration - Campus Liquor Complex\$30.00	
☐ Arts License (City)\$308.75		☐ Optional Premises License (City).....\$500.00	
☐ Arts License (County)\$308.75		☐ Optional Premises License (County)\$500.00	
☐ Beer and Wine License (City).....\$351.25		☐ Racetrack License (City).....\$500.00	
☐ Beer and Wine License (County).....\$436.25		☐ Racetrack License (County).....\$500.00	
☐ Brew Pub License (City)\$750.00		☐ Resort Complex License (City).....\$500.00	
☐ Brew Pub License (County).....\$750.00		☐ Resort Complex License (County).....\$500.00	
☐ Campus Liquor Complex (City).....\$500.00		☐ Related Facility - Campus Liquor Complex (City)\$160.00	
☐ Campus Liquor Complex (County)\$500.00		☐ Related Facility - Campus Liquor Complex (County)\$160.00	
☐ Campus Liquor Complex (State).....\$500.00		☐ Related Facility - Campus Liquor Complex (State).....\$160.00	
☐ Club License (City).....\$308.75		☐ Retail Gaming Tavern License (City)\$500.00	
☐ Club License (County)\$308.75		☐ Retail Gaming Tavern License (County).....\$500.00	
☐ Distillery Pub License (City).....\$750.00		☐ Retail Liquor Store License-Additional (City).....\$227.50	
☐ Distillery Pub License (County)\$750.00		☐ Retail Liquor Store License-Additional (County)\$312.50	
☐ Hotel and Restaurant License (City).....\$500.00		☒ Retail Liquor Store (City).....\$227.50	
☐ Hotel and Restaurant License (County)\$500.00		☐ Retail Liquor Store (County)\$312.50	
☐ Hotel and Restaurant License w/one opt premises (City).....\$600.00		☐ Tavern License (City)\$500.00	
☐ Hotel and Restaurant License w/one opt premises (County).....\$600.00		☐ Tavern License (County)\$500.00	
☐ Liquor-Licensed Drugstore (City)\$227.50		☐ Vintners Restaurant License (City)\$750.00	
		☐ Vintners Restaurant License (County).....\$750.00	
* Note that the Division will not accept cash			
Questions? Visit: SBG.Colorado.gov/Liquor for more information			
Do not write in this space - For Department of Revenue use only			
Liability Information			
License Account Number	Liability Date	License Issued Through (Expiration Date)	Total \$

Application Documents Checklist and Worksheet

Instructions: This checklist should be utilized to assist applicants with filing all required documents for licensure. All documents must be properly signed and correspond with the name of the applicant exactly. All documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable. **Questions? Visit: SBG.Colorado.gov/Liquor for more information**

Items submitted, please check all appropriate boxes completed or documents submitted	
I.	Applicant information ☒ A. Applicant/Licensee identified ☒ B. State sales tax license number listed or applied for at time of application ☒ C. License type or other transaction identified ☐ D. Return originals to local authority (additional items may be required by the local licensing authority) ☐ E. All sections of the application need to be completed ☐ F. Master file applicants must include the Application for Master File form DR 8415 and applicable fees to this Retail License Application
II.	Diagram of the premises ☒ A. No larger than 8½" X 11" ☒ B. Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences, walls, entry/exit points, etc.) ☐ C. Separate diagram for each floor (if multiple levels) ☐ D. Kitchen - identified if Hotel and Restaurant ☒ E. Bold/Outlined Licensed Premises
III.	Proof of property possession (One Year Needed) ☐ A. Deed in name of the applicant (or) (matching question #2) date stamped / filed with County Clerk ☐ B. Lease in the name of the applicant (or) (matching question #2) ☒ C. Lease assignment in the name of the applicant with proper consent from the landlord and acceptance by the applicant ☐ D. Other agreement if not deed or lease. (matching question #2)
IV.	Background information (DR 8404-I) and financial documents ☐ A. Complete DR 8404-I for each principal (individuals with more than 10% ownership, officers, directors, partners, members) ☒ B. Fingerprints taken and submitted to the appropriate Local Licensing Authority through an approved State Vendor. Master File applicants submit results to the State using code 25YQHT with IdentoGO. Do not complete fingerprint cards prior to submitting your application. The Vendors are as follows: IdentoGO – https://uenroll.identogo.com/ Phone: 844-539-5539 (toll-free) Colorado Fingerprinting – http://www.coloradofingerprinting.com Appointment Scheduling Website: http://www.coloradofingerprinting.com/cabs/ Phone: 720-292-2722 Toll Free: 833-224-2227 Details about the vendors and fingerprinting in Colorado can be found on CBI's website here: https://cbi.colorado.gov/sections/biometric-identification-and-records-unit/employment-and-background-checks ☐ C. Purchase agreement, stock transfer agreement, and/or authorization to transfer license ☐ D. List of all notes and loans (Copies to also be attached)
V.	Sole proprietor/husband and wife partnership (if applicable) ☐ A. Form DR 4679 ☐ B. Copy of State Issued Driver's License or Colorado Identification Card for each applicant
VI.	Corporate applicant information (if applicable) ☐ A. Certificate of Incorporation ☒ B. Certificate of Good Standing ☐ C. Certificate of Authorization if foreign corporation (out of state applicants only)
VII.	Partnership applicant information (if applicable) ☐ A. Partnership Agreement (general or limited). ☒ B. Certificate of Good Standing
VIII.	Limited Liability Company applicant information (if applicable) ☒ A. Copy of articles of organization ☒ B. Certificate of Good Standing ☒ C. Copy of Operating Agreement (if applicable) ☐ D. Certificate of Authority if foreign LLC (out of state applicants only)
IX.	Manager registration for Hotel and Restaurant, Tavern, Lodging & Entertainment, and Campus Liquor Complex licenses when included with this application ☐ A. \$30.00 fee ☒ B. If owner is managing, no fee required

Name	Type of License	Account Number			
7. Is the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers under the age of twenty-one years? Yes ☐ No ☒					
8. Has the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers ever (in Colorado or any other state): a. Been denied an alcohol beverage license? ☐ ☒ b. Had an alcohol beverage license suspended or revoked? ☐ ☒ c. Had interest in another entity that had an alcohol beverage license suspended or revoked? ☐ ☒ If you answered yes to 8a, b or c, explain in detail on a separate sheet.					
9. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years? If "yes", explain in detail. ☐ ☒					
10. Are the premises to be licensed 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? ☐ ☒ or Waiver by local ordinance? ☐ ☐ Other: _____					
11. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of greater than (>) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS. ☐ ☒					
12. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of less than (<) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS. ☒ ☒					
13. a. For additional Retail Liquor Store only. Was your Retail Liquor Store License issued on or before January 1, 2016? ☒ ☐ b. Are you a Colorado resident? ☒ ☐					
14. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any <u>current</u> financial interest in said business including any loans to or from a licensee. ☐ ☒					
15. Does the applicant, as listed on line 2 of this application, have legal possession of the premises by ownership, lease or other arrangement? ☒ ☐ ☐ Ownership ☒ Lease ☐ Other (Explain in Detail) _____ a. If leased, list name of landlord and tenant, and date of expiration, exactly as they appear on the lease: <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:40%;">Landlord <i>EAGLE SPRINGS CROSSING, LLC</i></td> <td style="width:40%;">Tenant <i>Rocky Mountain Brewery</i></td> <td style="width:20%;">Expires <i>8-14-2026</i></td> </tr> </table>			Landlord <i>EAGLE SPRINGS CROSSING, LLC</i>	Tenant <i>Rocky Mountain Brewery</i>	Expires <i>8-14-2026</i>
Landlord <i>EAGLE SPRINGS CROSSING, LLC</i>	Tenant <i>Rocky Mountain Brewery</i>	Expires <i>8-14-2026</i>			
b. Is a percentage of alcohol sales included as compensation to the landlord? If yes, complete question 16. ☐ ☐					
c. Attach a diagram that designates the area to be licensed in black bold outline (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8½" X 11".					
16. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies) will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business? Attach a separate sheet if necessary.					
Last Name	First Name	Date of Birth			
Last Name	First Name	Date of Birth			
FEIN or SSN					
Interest/Percentage					
Attach copies of all notes and security instruments and any written agreement or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation.					
17. Optional Premises or Hotel and Restaurant Licenses with Optional Premises: Has a local ordinance or resolution authorizing optional premises been adopted? ☐ ☒ Number of additional Optional Premise areas requested. (See license fee chart) _____					
18. For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include a diagram of the service area and 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.					

Name	Type of License	Account Number		
19. Liquor Licensed Drugstore (LLDS) applicants, answer the following: a. Is there a pharmacy, licensed by the Colorado Board of Pharmacy, located within the applicant's LLDS premise? ☐ ☒ If "yes" a copy of license must be attached.				
20. Club Liquor License applicants answer the following: Attach a copy of applicable documentation Yes No a. Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain? ☐ ☒ b. Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain? ☐ ☒ c. How long has the club been incorporated? d. Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above? ☐ ☒				
21. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following: a. Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached) ☐ ☒				
22. Campus Liquor Complex applicants answer the following: a. Is the applicant an institution of higher education? ☐ ☒ b. Is the applicant a person who contracts with the institution of higher education to provide food services? ☐ ☒ If "yes" please provide a copy of the contract with the institution of higher education to provide food services.				
23. For all on-premises applicants. a. For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit an Manager Permit Application - DR 8000 and fingerprints.				
Last Name of Manager <i>OLSEN</i>	First Name of Manager <i>LISLE</i>			
24. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number. Yes No ☐ ☒				
25. Related Facility - Campus Liquor Complex applicants answer the following: Yes No ☐ ☐ a. Is the related facility located within the boundaries of the Campus Liquor Complex? If yes, please provide a map of the geographical location within the Campus Liquor Complex. If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex. b. Designated Manager for Related Facility- Campus Liquor Complex				
Last Name of Manager	First Name of Manager			
26. Tax Information. Yes No a. 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? ☐ ☐ b. 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.? ☐ ☐				
27. If applicant is a corporation, partnership, association or limited liability company, applicant must list all Officers, Directors, General Partners, and Managing Members. In addition, applicant must list any stockholders, partners, or members with ownership of 10% or more in the applicant. All persons listed below must also attach form DR 8404-I (Individual History Record), and make an appointment with an approved State Vendor through their website. See application checklist, Section IV, for details.				
Name	Home Address, City & State	DOB	Position	%Owned
<i>DARREN TRUJILLO</i>			<i>owner</i>	<i>100</i>
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned

Tax Check Authorization, Waiver, and Request to Release Information

I, Darren Trevillo am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of 1 ROCKY MOUNTAIN LIQUORS INC (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 payment obligations.

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

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

Name (Individual/Business) <u>Darren Trevillo</u>		Social Security Number/Tax Identification Number	
Address			
City		State <u>CO</u>	Zip <u>80129</u>
Home Phone Number		Business/Work Phone Number	
Printed name of person signing on behalf of the Applicant/Licensee			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>[Signature]</u>			Date signed <u>12-26-23</u>

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).



Agenda Item #5.f.

Agenda Item Name:

Consider Temporary Sign Code Text Amendments - Ordinance No. 1, Series of 2024 - 2nd Reading

Presenter:

Misty Williams, City Clerk

Item Description:

Consider Temporary Sign Code Text Amendments - Ordinance No. 1, Series of 2024

Recommended Action:

Move to approve Ordinance No. 1, Series of 2024

Fiscal Impact:

No fiscal impact to the City. Sign regulation does affect the business community in the City.

Operational Impact:

Planning Commission's recommendation allows for a more flexible sign code that will require more time for Staff to regulate effectively.

Prior Board Motions:

N/A

Background Information:

Planning Commission had over three public hearings and workshop sessions to review the proposed text changes.

Executive Summary:

Staff received feedback from members of the business communities that the sign code has been overly restrictive, especially regarding “flutter flags”. Based on this community input, staff reviewed the sign code for areas where additional flexibility could be found without significantly impacting the aesthetics of the community.

Notification Requirements:

Notice was published in the paper as required by the Rifle Municipal Code.

Prepared By:

Alexis Ramirez, Deputy City Clerk

Attachments:

1. Ordinance No. 1 - 2024 -Sign Code Update

**CITY OF RIFLE, COLORADO
ORDINANCE NO. 1
SERIES OF 2024**

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING
ARTICLE VIII OF CHAPTER 16 OF THE RIFLE MUNICIPAL CODE
REGARDING THE USE AND TYPES OF SIGNS WITHIN THE CITY.

WHEREAS, Article VIII of Chapter 16 of the Rifle Municipal Code (the “Code”) regulates the placement, use and types of signs within the City; and

WHEREAS, City staff have recommended updates to the Code to provide a more reasonable balance between the rights of businesses, services and other activities and the rights of the public to be protected against the unrestricted proliferation of signs and other devices; and

WHEREAS, the City Council finds and determines that it is in the best interests of the citizens of Rifle to amend Article VIII of Chapter 16 of the Code accordingly.

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

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

Section 2. Section 16-8-50(b) of the Rifle Municipal Code, “Sign Standards by zoning district”, is hereby amended as follows, with underlined text added:

Sec. 16-8-50. - Sign standards by zoning district.

(b) Signs in the CBD, CS, TC, LI, I and PD zoning districts. See Chapter 16, Article 18 for additional standards for signs within the Central Business District.

(1) Properties or buildings with one (1) primary use and one (1) primary entrance are subject to the following guidelines:

<u>Sidewalk Sign A-frames</u>	1 per retail or restaurant use in CBD, CS, and TC only; business structure must be adjacent to a City sidewalk, or internal sidewalk with minimum 4 feet of clearance width remaining with sign in place; sign may only be placed on a directly adjacent sidewalk	6 sq. ft.	48" tall; 24" wide	Unlighted	Subject to Chapter 11, Article II, Encroachment Permits Must be removed during non-business hours May not be open/closed sign only <u>Sidewalk Sign A-frames</u> on internal lots must be placed on the sidewalk, and not impede parking or traffic flow
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Section 3. Section 16-8-70 of the Rifle Municipal Code, “Exempt Signs” is hereby amended as follows, with underlined text added:

Sec. 16-8-70. - Exempt signs.

- (4) *Banners and flutter flags. Banners or flutter flags applied to ~~paper~~, plastic or fabric used to decorate or attract attention to a business, activity or event, provided that:
 - a. *The banner is displayed in conjunction with a special event for a period not to exceed ~~thirty (30)~~ forty-five (45) days in a calendar year.*
 - ~~b. Banners are displayed no more than one (1) per calendar year per location.~~
 - b. *One (1) banner per street frontage per establishment shall be permitted.*
 - c. *Non-profit special event banners. Temporary special event signs and banners for religious, charitable, civic, fraternal or similar nonprofit or not-for-profit organizations shall be erected no sooner than thirty (30) days prior to and removed no later than seven (7) days after the event. No such sign shall exceed thirty-two (32) square feet. No such sign shall be illuminated.*
 - d. *All temporary signs / banners / flutter flags shall be kept in good repair (not frayed, faded or sagging) and remain firmly attached to the building or mounting bracket to which they are attached/hung.*
 - e. *Exemptions from these requirements may be applied for through the Conditional Use Permit process.**
- (8) *Flags. Government and nongovernment flags are allowed, provided that they do not display commercial logos. One three foot by five foot flag designating a business as open is permitted provided that the flag is attached to the structure and removed daily when the business is closed.*
- (17) Special Event, and Grand Opening Signage
 - a. Special Event Signs:
 - 1. Special event signs on private property which do not meet the criteria established by the City Of Rifle Municipal Code may be permitted for a limited period of time as a means of publicizing short term activities. Businesses wishing to use banners, feather flags, window signs, flags, or pennants, balloons or attraction boards may apply for a special event sign permit to be approved by the planning director or his designee. Such permit shall be valid for no more than one day prior to the special event and shall be removed within forty eight (48) hours after the event has terminated. Such permit shall not exceed three (3) days and limited to two (2) permits per year per business or organization.

2. Small party balloons are permitted during special events with the following conditions:

- i. Balloons are permitted to be displayed twenty four (24) hours prior to the special event and must be removed within twenty four (24) hours of the event ending.
- ii. Balloons must remain inflated and shall be removed if drooping.
- iii. Balloons shall be properly disposed of and shall not be released into the atmosphere.

- b. Grand Opening Business Sign: Grand opening banners will be allowed to be displayed for a period of time not to exceed fourteen (14) consecutive days and shall follow procedures outlined in Section A. Grand opening banners are only allowed for a business that is new to the City Of Rifle or in a new location in the City Of Rifle.

Section 4. Section 16-8-80 of the Rifle Municipal Code, “Prohibited Signs” is hereby amended as follows, with underlined text added:

Sec. 16-8-80. - Prohibited signs.

14. Tube man and wind sock signs

Section 5. Section 16-8-110 of the Rifle Municipal Code, “Definitions” is hereby amended as follows, with underlined text added:

Sec. 16-8-110. - Definitions.

Flutter Flag, aka, Feather/Teardrop/Wind/Wave Flag means an upright portable sign that contains a harpoon-style pole or staff driven into the ground for support or supported by means of an individual stand.

Inflatable signs mean inflatable figures, shapes or mascots or tethered balloons, unless specifically permitted in a Grand Opening or Special Event Sign Permit application.

Sidewalk Sign, aka A-frame, Swing means a sandwich-board-type or weighted base sign typically used in front of a business for advertising purposes. Described signs shall not impede pedestrian traffic nor violate ADA accessibility requirements.

Tube Man, aka Wind/Sky/Air Dancer, Tall Boy means an inflatable stick figure comprising sections of fabric tubing attached to a fan. As the fan blows air through it, the tubing moves in a dynamic dancing or flailing motion, typically used to advertise retail business premises to passing motorists.

Wind Sock Sign means a truncated cloth cone open at both ends and mounted in an elevated position that flutters with the direction of the wind and is emblazoned with the business name and or message.

INTRODUCED, on January 17, 2024, read in full, passed on first reading, and ordered published by title as required by the City Charter.

INTRODUCED a second time at a regular meeting of the Council of the City of Rifle, Colorado, held on February 7, 2024, approved without amendments, and ordered published in full as required by the Charter.

CITY OF RIFLE, COLORADO

By _____
Mayor

ATTEST:

City Clerk



Agenda Item #5.g.

Agenda Item Name:

Consider Landscape Maintenance / Snow Removal Contractor

Presenter:

Austin Rickstrew, Parks & Recreation Director

Item Description:

Proposals were solicited for a single contractor to perform seasonal landscape maintenance and snow removal for specified properties of the city. This includes Parks Department areas, Grounds and Facilities Department areas, and Downtown planters and parking lots of the DDA.

Recommended Action:

Move to approve All Around Property Maintenance for Landscape and snow removal for up to \$61,440.00 to be paid out of the Grounds and Facilities budget.

Fiscal Impact:

Grounds and Facilities budgeted for 2023 \$61,440.00 for landscape and snow removal.

Operational Impact:

The Parks and Recreation / Grounds and Facilities Departments hire contractors to perform specific functions. This is efficient for time and purpose. It reduces the amount of full-time staff and overhead that would otherwise be required.

Prior Board Motions:

Approval of All Around Property Maintenance with unit costs and authorized the expenditure of up to \$88,425.00 for landscape and snow removal per year, for three years, with the option to renew for two additional years for DDA, Grounds and Facilities, and Parks, subject to annual appropriation was approved at the April 6, 2022, regular meeting.

Background Information:

Proposals were solicited per purchasing policy in 2022 and three local area vendors attended a mandatory site walk-through with DDA Manager, Helen Rogers, and former Parks and Recreation/Grounds and Facilities Director, Tom Whitmore, prior to bid date. Proposals were received from two vendors, Daly Property Services, and All Around Property Maintenance. Proposals were evaluated and scored by a committee of 5. Proposals were scored based on a point system. There was a narrow margin between vendors but the committee is unanimously recommending All Around Property Maintenance for this term.

Because of the expanded maintenance areas constructed in the downtown area, the City is funding a portion of the maintenance for defined areas of the Downtown for the DDA. Maintenance for the DDA areas will also be included in the agreement with the approved contractor. The DDA Manager will manage the contractor for the DDA portion of the work, and the Parks and Recreation/Grounds and Facilities Department will manage the

contractor for the work for areas of the Civic Plaza--City Hall and Rifle Branch Library, the Rifle Creek Plaza (Brenden Theater site), South Rifle Roundabouts, the Justice Center, and the Parks Maintenance Facility. Vendors provided unit pricing for landscape and snow removal tasks. Estimated pricing is then calculated by using vendor unit pricing multiplied by an estimated number of operations, which is determined by staff.

Executive Summary:

N/A

Notification Requirements:

N/A

Prepared By:

Austin Rickstrew, Parks & Recreation Director

Attachments:

1. Consider Landscape Maintenance-Snow Removal Contrator Memo 1.24.24
2. PURCHASE REQUEST AAPM - G&F



Memo

To: Mayor Strode and City Council Members

CC: Tommy Klein, City Manager

From: Austin Rickstrew, Parks and Recreation Director

Date: January 24, 2024

Re: Consider Landscape Maintenance / Snow Removal

Mayor Strode and City Council Members,

During your regularly scheduled meeting on April 6, 2022, the item to Consider Landscape Maintenance / Snow Removal Contactor for the City of Rifle and DDA Areas was presented. Staff recommended action was to approve All Around Property Maintenance and authorize the expenditure of up to \$88,425.00 for landscape and snow removal per year, for three years, with the option to renew for two additional years. The funds were allocated as follows in 2024;

- DDA - \$17,540.00
- G&F - \$61,440.00
- Parks - \$9,445.00

We are requesting approval of the expenditure of up to \$61,440.00 for landscape maintenance and snow removal for 2024. The DDA and Parks approvals will follow the purchasing policy and be approved by the City Manager and Department Head. The DDA and Parks department have budgeted for these expenditures in 2024.

Respectfully,
Austin



CITY OF RIFLE

202 RAILROAD AVENUE • P.O. BOX 1908 • RIFLE, CO 81650

WWW.RIFLECO.ORG

(970) 665-6578 • ARICKSTREW@RIFLECO.ORG



9.	Signatures		
	Position	Signature	Date
	Department Director	<i>Austin Rickstrew</i>	
	City Manager		
	City Council Approval (meeting date)		
10.	Purchase Order # assigned by Finance		

TABLE 1 - IS A PURCHASE ORDER NECESSARY

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

TABLE 2 - METHODS OF SOURCE SELECTION

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

TABLE 3 - LOCAL VENDOR PREFERENCE

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



Agenda Item #5.h.

Agenda Item Name:

Consider Approval of Purchase Request for Portable Restroom Services

Presenter:

Austin Rickstrew, Parks & Recreation Director

Item Description:

Consider Approval of Purchase Request for Portable Restroom Services

Recommended Action:

Move to approve the purchase request for portable restroom services from Redi Services, LLC. in the amount of \$27,824.16 in 2024.

Fiscal Impact:

\$42,350.00 was budgeted for portable toilet service in 2024.

Operational Impact:

We provide public portable restroom services at eight park locations within the city limits and ten areas within Rifle Mountain Park.

Prior Board Motions:

N/A

Background Information:

Redi Services has provided portable restroom services for the Parks and Recreation Department for the past four years.

Executive Summary:

Parks and Recreation staff solicited bids for portable restroom service in Rifle City Parks and Rifle Mountain Park for 2023, 2024, and 2025. The public notice was advertised in the Post Independent on 12/09/2022, 12/13/2022, and 12/23/2022. During the summer months, we have the restrooms serviced two times per week due to the high volume of individuals using our park systems. Purchasing these services cuts down on maintenance costs related to the physical building we would have to maintain and cuts down on city staff time cleaning and servicing each bathroom. We asked that the bids price city parks and Rifle Mountain Park separately due to the distance from town to RMP. When staff was preparing for the 2023 budget process, we contacted some portable restroom service companies to determine if there would be a cost increase. Redi Services responded and notified us that there could be a 15 percent fee increase. Based on the RFP response we received from Redi Services, we only saw a 9.5% increase in fees. It is \$5.60 more for parks within the city limits and \$6.16 for portable restrooms at Rifle Mountain Park.

Redi Service was the only company to request bid information and submit a formal bid. Staff recommends approving \$27,824.16 for portable restroom services from Redi Services in 2024.

Notification Requirements:

N/A

Prepared By:

Austin Rickstrew, Parks & Recreation Director

Attachments:

1. RFP- Redi Services
2. Portable Service Bid Notes 2023-2024
3. PO Request - Redi Services LLC.



1/6/2023

Statement of Qualification

Austin,

Redi Services would like to thank you and the City of Rifle for the opportunity to participate in the bidding process once again. Redi Services is excited about the opportunity to continue to work with you and your team and are hopeful that you will again choose Redi Services as your portable toilet provider. Redi Services is a quality driven company dedicated to serving its customers in a safe, regulatory compliant, and efficient manner. We believe in doing the right thing for the right reasons every time and we hope that has been reflected in our services to the City of Rifle over the last several years.

Our Team

All our employees in the Rifle office live in Garfield County, and Many have been working here since we opened the doors in 2007. We are a small team, and when you call our office, you get a person that knows who you are and how to help you. Shelia Radel is our Area Manager and has worked here at Redi for almost 15 years. She has lived in the Rifle and Parachute area her entire life and deeply cares about the community and the people in it. Our Administrative Manager Ashley Radel grew up here as well. When you reach out to our Rifle office you will be speaking with one of these two people. Our service technicians are some of the best in the industry. Jose and Miguel have been servicing your account for years and understand all of your needs.

Areas We Service

Redi started providing Waste Management Services in 2006 out of Meeker Colorado. We are the leading provider of portable toilet services on the Western Slope and serve all the communities in the area. East to West we service Vail to Grand Junction, and North to South we service Rangely to Aspen.

Special Events

We can handle almost any special event and have provided services to many kinds of events over the years. We have provided services to the Garfield County Fair, The Meeker Sheep Dog Trials, Gypsum Days, Carbondale Mountain Fair, Run Ragnar, Aspen Wine Festival, Strawberry Days, Grand Junction JUCO Tournament, and many others. So, we are confident when you have additional needs, we have you covered.



1/6/2023

Statement of Qualification

Similar Accounts

- Roaring Fork Transportation Authority 2019-Current
- City of Aspen – 2019- Current
- Grand Junction Parks & Recreations – 2019- Current

Other Customers We Serve

- Caerus
- Terra Energy
- Williams
- Enterprise Products
- American Soda (Solvay)
- City of Rifle Water Dept
- City of Grand Junction Parks & Recreation
- Rio Blanco County
- City of Aspen
- City of Glenwood Springs
- Garfield County Landfill

We look forward to hearing back from you and hope to continue to serve you.

Respectfully,

Craig Abernathy – Regional Director

Redi Services, LLC

2143 Airport Road
 Rifle, CO 81650
 (970) 625-0233

Quote #
 22W066

Quote**City and RMP Portable Toilets 2023-2025**

PROPOSAL SUBMITTED TO City of Rifle Parks Dept	CONTACT Austin Rickstrew	PHONE 970-665-6578	DATE Jan 06, 2023
ADDRESS 202 Railroad Avenue Rifle, CO 81650	JOB NAME Portable Toilet Service 2023-2025		

We are pleased to submit the following quote for services

Rifle City Parks

	2023	2024	2025	3 Year Total
Totals	\$ 14,758.80	\$ 14,758.80	\$ 14,758.80	\$ 44,276.40
Unit Price Per Mo 1x Per Week SVC	\$ 58.80	\$ 58.80	\$ 58.80	28 Day Proration
Unit Price Per MO 2x Per Week SVC	\$ 117.60	\$ 117.60	\$ 117.60	28 Day Proration
Unit Price Per Service	\$ 14.70	\$ 14.70	\$ 14.70	
Unit Price 2nd Service	\$ 14.70	\$ 14.70	\$ 14.70	
Tip Over Charge - In Route	\$ 14.70	\$ 14.70	\$ 14.70	
Tip Over Charge - Out of Route	\$ 24.70	\$ 24.70	\$ 24.70	
Special Event Delivery - In Route	\$ 14.70	\$ 14.70	\$ 14.70	
Special Event Delivery - Out of Route	\$ 24.70	\$ 24.70	\$ 24.70	
Special Event Pickup- In Route	\$ 14.70	\$ 14.70	\$ 14.70	
Special Event Pickup- Out of Route	\$ 24.70	\$ 24.70	\$ 24.70	

Rifle Mountain Parks

	2023	2024	2025	3 Year Total
Totals	\$ 13,065.36	\$ 13,065.36	\$ 13,065.36	\$ 39,196.08
Unit Price Per Mo 1x Per Week SVC	\$ 64.68	\$ 64.68	\$ 64.68	28 Day Proration
Unit Price Per MO 2x Per Week SVC	\$ 129.36	\$ 129.36	\$ 129.36	28 Day Proration
Unit Price Per Service	\$ 16.17	\$ 16.17	\$ 16.17	
Unit Price 2nd Service	\$ 16.17	\$ 16.17	\$ 16.17	
Tip Over Charge - In Route	\$ 16.17	\$ 16.17	\$ 16.17	
Tip Over Charge - Out of Route	\$ 26.17	\$ 26.17	\$ 26.17	
Special Event Delivery - In Route	\$ 16.17	\$ 16.17	\$ 16.17	
Special Event Delivery - Out of Route	\$ 26.17	\$ 26.17	\$ 26.17	
Special Event Pickup- In Route	\$ 16.17	\$ 16.17	\$ 16.17	
Special Event Pickup- Out of Route	\$ 26.17	\$ 26.17	\$ 26.17	

All Parks

	2023	2024	2025	3 Year Total
Totals	\$ 27,824.16	\$ 27,824.16	\$ 27,824.16	\$ 83,472.48

Payment Terms Net 30

Payment terms are 30 days from date of invoice. Interest of 1.5% per month will be charged for any outstanding customer balance exceeding 30 days. Cost for any attorney fees or other collection costs will be paid for by the customer in the event such costs are incurred by Redi Services, LLC to collect outstanding obligations. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, flood, and other necessary insurances.

Authorized
Signature

Shelia Radel

Note: This proposal may be withdrawn by us if not accepted within:

30 days.

Acceptance of Proposal

The above prices specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date: _____

Rifle City Parks												
	Deerfield Park	Joyce Park	Metro Park	Heinze Park	Davidson Park	Centennial Park	Boat Ramp	RC Park	Total/Mo	Cost/Park 1st Service	Cost 2nd Service	Total Cost With 2nd Service
	280 E 30th	595 W 24	1612 RR	540 RR	715 Fir	500 W 5	150 lions Park Cir	1221 E Cent. Pkwy				
	7 Standard	1 Standard	1 Standard	1 Standard	1 Standard	2 Standard	1 Standard	1 Standard				
	1 ADA		1 ADA		1ADA							
JAN	1	0	1	0	0	3	1	0	6	\$ 352.80		\$ 352.80
FEB	1	0	1	0	0	3	1	0	6	\$ 352.80		\$ 352.80
MAR	8	1	2	1	2	3	1	1	19	\$ 1,117.20		\$ 1,117.20
APR	8	1	2	1	2	3	1	1	19	\$ 1,117.20		\$ 1,117.20
MAY	8	1	2	1	2	3	1	1	19	\$ 1,117.20		\$ 1,117.20
JUN/2x	8	1	2	1	2	3	1	1	19	\$ 1,117.20		\$ 1,117.20
JUL/2x	8	1	2	1	2	3	1	1	19	\$ 1,117.20	\$ 1,117.20	\$ 2,234.40
AUG/2x	8	1	2	1	2	3	1	1	19	\$ 1,117.20	\$ 1,117.20	\$ 2,234.40
SEP/2x	8	1	2	1	2	3	1	1	19	\$ 1,117.20	\$ 1,117.20	\$ 2,234.40
OCT	8	1	2	1	2	3	1	1	19	\$ 1,117.20	\$ 1,117.20	\$ 2,234.40
NOV	1	1	1	0	0	3	1	0	17	\$ 999.60		\$ 999.60
DEC	1	0	1	0	0	3	1	0	7	\$ 411.60		\$ 411.60
									6	\$ 352.80		\$ 352.80
									2023	\$ 10,290.00	\$ 4,468.80	\$ 14,758.80
									2024	\$ 10,290.00	\$ 4,468.80	\$ 14,758.80
									2025	\$ 10,290.00	\$ 4,468.80	\$ 14,758.80
									Three Year Total	\$ 30,870.00	\$ 13,406.40	\$ 44,276.40
Unit Price /Mo	\$ 58.80	\$ 58.80	\$ 58.80	\$ 58.80	\$ 58.80	\$ 58.80	\$ 58.80	\$ 58.80	58.80			
Cost/MO/Park 1st Service	\$ 3,998.40	\$ 529.20	\$ 1,176.00	\$ 411.60	\$ 940.80	\$ 2,116.80	\$ 705.60	\$ 411.60	\$ 10,290.00	\$ 10,290.00	\$ 10,290.00	\$ 30,870.00
Cost/MO/Park 2nd Service	\$ 1,881.60	\$ 235.20	\$ 470.40	\$ 235.20	\$ 470.40	\$ 705.60	\$ 235.20	\$ 235.20	\$ 4,468.80	\$ 4,468.80	\$ 4,468.80	\$ 13,406.40
Total Cost With 2nd Service	\$ 5,880.00	\$ 764.40	\$ 1,646.40	\$ 646.80	\$ 1,411.20	\$ 2,822.40	\$ 940.80	\$ 646.80	\$ 14,758.80	\$ 14,758.80	\$ 14,758.80	\$ 44,276.40
		2023	2024	2025								
Unit Price Per Mo 1x Per Week SVC	\$ 58.80	\$ 58.80	\$ 58.80	28 Day Proration								
Unit Price Per MO 2x Per Week SVC	\$ 117.60	\$ 117.60	\$ 117.60	28 Day Proration								
Unit Price Per Service	\$ 14.70	\$ 14.70	\$ 14.70									
Unit Price Per 2nd Service	\$ 14.70	\$ 14.70	\$ 14.70									
Tip Over Per Event - In Route	\$ 14.70	\$ 14.70	\$ 14.70									
Tip Over Per Event - Out of Route	\$ 24.70	\$ 24.70	\$ 24.70									
Special Event Delivery - In Route	\$ 14.70	\$ 14.70	\$ 14.70									
Special Event Delivery - Out of Route	\$ 24.70	\$ 24.70	\$ 24.70									
Special Event Pickup - In Route	\$ 14.70	\$ 14.70	\$ 14.70									
Special Event Pickup - Out of Route	\$ 24.70	\$ 24.70	\$ 24.70									
Total Bid Price City Parks	\$ 44,276.40											

Rifle Mountain Parks														
	Picnic 1	Koper	Pull Off	Picnic 2	Antifill	Ruckman	Sawmill Gulch	Host Cabin	Comm House	Rifle Creek	Total Per MO	Cost/Park 1st Service	Cost 2nd Service	Total Cost With 2nd Service
	Snocone	Nappy	feline	Bauhaus										
	1 Standard	1 Standard	2 Standard	1 Standard	1 Standard	1 Standard	2 Standard	3 Standard	2 Standard	4 Standard				
JAN	0	0	0	0	0	0	0	3	0	0	3	\$ 194.04		\$ 194.04
FEB	0	0	0	0	0	0	0	3	0	0	3	\$ 194.04		\$ 194.04
MAR	0	0	0	0	0	0	0	3	0	0	3	\$ 194.04		\$ 194.04
APR	1	1	1	1	1	1	2	3	2	4	17	\$ 1,099.56		\$ 1,099.56
MAY	1	1	1	1	1	1	2	3	2	4	17	\$ 1,099.56		\$ 1,099.56
JUN/2x	1	1	1	1	1	1	2	3	2	4	17	\$ 1,099.56	\$ 1,099.56	\$ 2,199.12
JUL/2x	1	1	1	1	1	1	2	3	2	4	17	\$ 1,099.56	\$ 1,099.56	\$ 2,199.12
AUG/2x	1	1	1	1	1	1	2	3	2	4	17	\$ 1,099.56	\$ 1,099.56	\$ 2,199.12
SEP/2x	1	1	1	1	1	1	2	3	2	4	17	\$ 1,099.56	\$ 1,099.56	\$ 2,199.12
OCT	1	1	1	1	1	1	2	3	2	4	17	\$ 1,099.56	\$ 1,099.56	\$ 2,199.12
NOV	0	0	0	0	0	0	0	3	0	0	3	\$ 194.04		\$ 194.04
DEC	0	0	0	0	0	0	0	3	0	0	3	\$ 194.04		\$ 194.04
											2023	\$ 8,667.12	\$ 4,398.24	\$ 13,065.36
											2024	\$ 8,667.12	\$ 4,398.24	\$ 13,065.36
											2025	\$ 8,667.12	\$ 4,398.24	\$ 13,065.36
											Total for 3 Years			
												\$ 26,001.36	\$ 13,194.72	\$ 39,196.08
Unit Price /Mo	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68	2023	2024	2025	Three Year Total
Cost/MO/Park 1st Service	\$ 452.76	\$ 452.76	\$ 452.76	\$ 452.76	\$ 452.76	\$ 452.76	\$ 905.52	\$ 2,328.48	\$ 905.52	\$ 1,811.04	\$ 8,667.12	\$ 8,667.12	\$ 8,667.12	\$ 26,001.36
Cost/MO/Park 2nd Service	\$ 258.72	\$ 258.72	\$ 258.72	\$ 258.72	\$ 258.72	\$ 258.72	\$ 517.44	\$ 776.16	\$ 517.44	\$ 1,034.88	\$ 4,398.24	\$ 4,398.24	\$ 4,398.24	\$ 13,194.72
Total Cost With 2nd Service	\$ 711.48	\$ 711.48	\$ 711.48	\$ 711.48	\$ 711.48	\$ 711.48	\$ 1,422.96	\$ 3,104.64	\$ 1,422.96	\$ 2,845.92	\$ 13,065.36	\$ 13,065.36	\$ 13,065.36	\$ 39,196.08
Unit Price Per Mo 1x Per Week SVC	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68	\$ 64.68				
Unit Price Per MO 2x Per Week SVC	\$ 129.36	\$ 129.36	\$ 129.36	\$ 129.36	\$ 129.36	\$ 129.36	\$ 129.36	\$ 129.36	\$ 129.36	\$ 129.36				
Unit Price Per Service	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17				
Unit Price Per 2nd Service	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17				
Tip Over Charge - In Route	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17				
Tip Over Charge - Out of Route	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17				
Special Event Delivery - In Route	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17				
Special Event Delivery - Out of Route	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17				
Special Event Pickup- In Route	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17	\$ 16.17				
Special Event Pickup- Out of Route	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17	\$ 26.17				
Total Bid Price RMP	\$ 39,196.08													



**City of Rifle Parks Department
Portable Service Bid Notes
2023, 2024 and 2025**

Thank you for your interest in providing quotes for portable restroom services for 2023, 2024 and 2025 for the City of Rifle Parks Department. The following notes are to provide you with a better description of our expectations.

Dates (months) illustrated on the Excel spread sheet are for information only, actual delivery and pick-up dates will be specified later. Cost estimates for 2nd services are for estimation and budget purposes only. We may or may not require as many 2nd services as shown.

Simplified billings are highly desirable. We request that the vendor selected to provide service **send one monthly statement which includes all units prorated, billable on identical dates** regardless of the date the units were delivered. This will simplify the process for our accounting department and will facilitate prompt payment.

Service is requested at two geographical locations; 1). Parks listed in the city limits of Rifle, and 2). Rifle Mountain Park (RMP). RMP is located 12 miles North of Rifle, beyond the end of State Highway 325, just north of the State Fish Hatchery. The address at Rifle Mountain Park is 13885 County Road 217. There are 8 restroom locations within Rifle city parks and 10 locations at Rifle Mountain Park.

You will find an attached Excel spreadsheet of our sites for the expected amount of months at each site. This form provides information on the number of units requested at each site and the period we plan to have the units there. You'll find a line for "2x/wk service". Please include the cost for second services per week per restroom indicated in town and one per week per restroom indicated at RMP. We may or may not require as many second services to be performed, but wish to include this as a contingency. We have found that 2x/wk services are more appreciated by our patrons than more units, serviced only once per week.

Note that we are requesting one ADA accessible restroom at Centennial Park, one ADA accessible restroom at Deerfield Regional Park, one ADA Restroom at Davidson Park and one at Metro Park.

Since we bid in three year intervals, please include your figures for 2023, 2024 and 2025. Include a cost per unit per month for the year for city parks and for Rifle Mountain Park.



Please include a sample mock monthly statement using the # of units mentioned on the attached spreadsheet. Use the month of June, 2023, for example. Divide the statements into two parts, one for Rifle city park units and one for RMP units. Include a total at the bottom.

Our experience has been that some vendors choose to price differently for RMP because of the distance from Rifle. For our purpose we will look at cost per unit averaged over all sites for the three year period.

The City of Rifle may ask that units be left for longer periods or picked up early. While we expect to pay for extended periods of service, we will not be responsible for payment for units which are not picked up in a reasonable amount of time following our request.

The City of Rifle is not in any way obligated to a contract and may request termination of services and removal of portable units at any time.

In the case of damaged units, the City of Rifle may choose to have damaged units repaired immediately or, depending on the situation, postpone repairs until the end of the rental period. The City of Rifle shall not be responsible for payment of repairs unless the damage is first inspected and repairs are approved by Parks Department staff.

Please include any references or endorsements or any selling points that may be beneficial to us relevant to portable restroom services, such as; staking down restrooms, reduced rates on tip-over clean-up, special prices on additional units for special events, providing units with special amenities (ADA restroom, hand wash stations,) etc.

Summary:

1. Please state the charge per unit month for units in city parks and RMP for each 2023, 2024 and 2025.
2. Please state the charge for a second service per week (as indicated) at city park units and Rifle Mountain Park for each 2023, 2024 and 2025.
3. Please include a sample statement as mentioned.
4. Please state the charge for tip-over service per occurrence.
5. Please state the charge for special event delivery and set-up for additional units.



6. Please state any additional selling points you wish to include.
7. Please return quotes per Public Notice ad:

Notice:

The City of Rifle, CO Parks Department is currently soliciting bids for portable restroom service in Rifle City Parks and Rifle Mountain Park for 2023, 2024 and 2025.

Companies interested in submitting bids need to request bid information by phone or e-mail.

Please contact Austin Rickstrew, Parks & Recreation Director,

At 970-665-6578 or at arickstrew@rifleco.org

**Sealed bids must be delivered to Rifle Recreation Department at:
Attn: Portable Service bids, 202 Railroad Avenue, Rifle, Colorado
81650,**

by 3:00 p.m., Friday, January 6, 2023. E.O.E.

Thank you for your interest in offering quotes for the coming two years. If you have questions, concerns, or comments, please contact us by phone or e-mail. We look forward to working with you in the future.

Thank you.

Austin Rickstrew

970-665-6578



CITY OF RIFLE

202 RAILROAD AVENUE • P.O. BOX 1908 • RIFLE, CO 81650

WWW.RIFLECO.ORG

(970) 665-6480 • fax (970) 625-6285 • arickstrew@rifleco.org



**CITY OF RIFLE
PURCHASE REQUEST**

1.	Vendor Name		
			NEW: W-9 attached ☐
	Redi Services LLC.		
2.	Vendor Address		
	2143 Airport Rd., Rifle, CO 81650		
3.	For the Purchase of (description)		
	2024 Portable Restroom Services		
4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.
	\$27,824.16	\$42,350.00	
5.	Dept. Name	General Ledger Acct #	
	Parks	210-4521-400-445	
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		1/23/24
	City Manager		
	City Council Approval (meeting date)		
10.	Purchase Order # assigned by Finance		



Agenda Item #5.i.

Agenda Item Name:

Consider Appointments to the Parks and Recreation Advisory Board

Presenter:

Austin Rickstrew, Parks & Recreation Director

Item Description:

The Parks and Recreation Advisory Board has received applications from two community members who desire to be Board members. PRAB has reviewed applications and conducted interviews and recommends Jens Smith and Betsey Seymour for appointment to two vacant Board seats.

Recommended Action:

Appoint Jens Smith and Betsey Seymour to fill vacant positions on the Rifle Parks and Recreation Advisory Board.

Fiscal Impact:

None

Operational Impact:

None

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. The current members of PRAB are:

Annie Macgregor - Chairperson

Aaron Cumming - Vice-Chairperson

Josi Kander - Secretary

Trudy Lowery - Member

Ken Blatter - Member

Michael Clancy - Member

VACANT - Member

VACANT - Alternate

The two appointees are completing the terms of members Kevin Kelly and Brian Dow.

Staff solicited and received 3 applications for 2 vacant seats. The Parks and Recreation Board is charged with screening board member applications, interviewing candidates, and recommending candidates to the Council

for appointment. The Parks and Recreation Board has completed the prescribed process and recommends Jens Smith and Betsey Seymour for the respective positions.

Jens Smith will fill the regular Board seat and Betsey Seymour will fill the alternate seat.

Executive Summary:

None

Notification Requirements:

None

Prepared By:

Austin Rickstrew, Parks & Recreation Director

Attachments:

1. PRAB Appplication Betsey Seymour
2. PRAB Comments Betsey
3. PRAB Application Jens Smith



Rifle Parks and Recreation Advisory Board Application 2023

Name Betsey Seymour

Address 323 McCarron Ave

City Rifle State CO Zip 81650

Phone 970-779-0081 Alternate phone _____

E-mail betseys@hotmail.com

Do you live within Rifle city limits? ☒ Yes ☐ No

If no, do you have a Rifle Address ☐ Yes ☐ No

Are you over the age of 55? ☐ Yes ☒ No

(This question is related to having one board member of 55 years of age or older)

Please answer all questions. Attach additional sheets as necessary.

1. Please describe your interest in becoming a member of the Parks and Recreation Advisory Board (PRAB)?

I am interested in becoming a member of the Parks and Recreation Advisory Board because I would like to use my experience to help the community that I am part a of. I am wanting to be a part of something that provides opportunities to the community just like someone did for me when I was growing up.

2. If appointed, what do you feel you could contribute to the PRAB?

If appointed, I would bring an open mind, a collaborative spirit, and a vision for growth. I would also bring years of experience in leadership in creating teams, in completing projects, and helping to guide young people to being the best version of themselves.

3. List any civic activities with which you have been involved.

Currently I have not had the opportunity to be involved in any civic activities but I am feeling the call to be a part of something more. I am at the part of my life where it is more important to provide for others than myself. I want to be a part of bringing opportunities to peoples lives that brightening and enrich them. Being a part of this team can help fulfill this purpose.

4. What is your current involvement in Rifle Parks and Recreation?

I have participated in the adult softball leagues, 5k races, visit the aquatic center, and attend parades and other community celebrations. I also feel that I am not as aware of the opportunities that the Parks and Recreation Department provide and would love to learn more and be an advocate to all that they have to deliver.

5. Tell us about qualification you possess that could be beneficial to this board.

I have many years of experience in sports and recreation with a degree in Health, Physical Education, and Recreation. I am a sports junkie and love anything that is active. I also have a passion to provide active opportunities for kids as I feel those activities teach so many wonderful things about life.

I also have experience in project management and administration. This allows me to bring those skills to see the bigger picture and how small details and decisions that are made now can effect long range plans.

6. In your opinion, what are the most significant issues facing the City of Rifle Parks and Recreation Department?

I feel that there are two significant issues facing the City of Rifle Parks and Recreation Department. The first is being able to provide a broad range of activities and services to all of the deverse members of our community. Providing traditional sports is no longer enough we need to expand offerings to include activities for everyone. This brings challenges in finding man power, funding, and facilities but feel it is an important part of building a strong community.

7. Please provide any additional comments which you believe will assist the PRAB/City Council in considering your application.

Thank you for your consideration in my application for the PRAB, I appreciate your time. I am looking forward to the opportunity to speak with you about myself and what I can bring to the advisory board. Just know that I will bring all that I have to offer as well as a positive attitude, teamwork spirit, and a thirst to learn all that I can so that I know where I can help.

Oath of Applicant

I declare that this application and all attachments are true, correct, and complete to the best of my knowledge.

Signature: Betsy Seymour

**Please return this form and attachments to arickstrew@rifleco.org
by 5:00 p.m. Friday, December 29, 2023.**

6. cont.

The second significant issue that I see is that Rifle needs a Community Center to provide a place for gathering, activity, learning and so much more. So many of our residents' travel to other cities to find this and providing this within our community would be amazing. It could provide a sense of community as well as bring more people to Rifle. I know this isn't something that happens overnight, and it takes thoughtful planning which I know has probably already been started. But to be a part of helping to bring this to Rifle would be a wonderful opportunity for everyone involved.



Rifle Parks and Recreation Advisory Board Application 2023

Name Jens Smith

Address 1135 W. 24th

City Rifle State UT Zip 81650

Phone 801 941-7978 Alternate phone _____

E-mail Jens.hart.Smith@gmail.com

Do you live within Rifle city limits?

☒ Yes

☐ No

Are you over the age of 55?

☐ Yes

☒ No

(This question is related to having one board member of 55 years of age or older)

Please answer all questions. Attach additional sheets as necessary.

1. Please describe your interest in becoming a member of the Parks and Recreation Advisory Board (PRAB)?

I am a father, Rock climber I Love the City of Rifle and want to be more involved in the Community.

2. If appointed, what do you feel you could contribute to the PRAB?

I provide a different perspective I have years of experience in Recreation Programs

3. List any civic activities with which you have been involved.

None in Rifle, I have experience outside of State.

4. What is your current involvement in Rifle Parks and Recreation?

None but extremely interested!

5. Tell us about qualification you possess that could be beneficial to this board.

I worked five plus Years as a recreation Director for a Youth Therapeutic Board school.

4+ years helping U.S.M.C with program development for single/Family marines.

6. In your opinion, what are the most significant issues facing the City of Rifle Parks and Recreation Department?

I feel we need more year round programs for Youth, especially during the Winter we need more indoor Programs, I also have Ideas and Suggestions for this

7. Please provide any additional comments which you believe will assist the PRAB/City Council in considering your application.

I would Love to Be involved in this Board to help the Community of Rifle!

Oath of Applicant

I declare that this application and all attachments are true, correct, and complete to the best of my knowledge.

Signature: _____

Please return this form and attachments to arickstrew@rifleco.org
by 5:00 p.m. Friday, December 29, 2023.





Agenda Item #5.j.

Agenda Item Name:

Consider the Reappointment of Aaron Cumming, Ken Blatter, and Michael Clancy to the Parks and Recreation Advisory Board

Presenter:

Austin Rickstrew, Parks & Recreation Director

Item Description:

Arron Cumming, Ken Blatter, and Michael Clancy have shown interest in being reappointed to the Parks and Recreation Advisory Board.

Recommended Action:

Appoint Aaron Cumming, Ken Blatter, and Michael Clancy to the Rifle Parks and Recreation Advisory Board.

Fiscal Impact:

None

Operational Impact:

None

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. The current members of PRAB are:

Annie Macgregor - Chairperson

Aaron Cumming - Vice-Chairperson

Josi Kander - Secretary

Trudy Lowery - Member

Ken Blatter - Member

Michael Clancy - Member

VACANT - Member

VACANT - Alternate

Aaron, Ken, and Michael have been recommended by PRAB to be reappointed to the board for a 3-year term. Their new terms will end in December 2026.

Executive Summary:

None

Notification Requirements:

None

Prepared By:

Austin Rickstrew, Parks & Recreation Director

Attachments:

1. PRAB Board Terms 2024

City of Rifle Parks and Recreation

Parks and Recreation Advisory Board Terms

Updated January 2024

<u>PRAB Member</u>	<u>Term Ends</u>
Vacant	2025
Josi Kander	2025
Annie MacGregor	2025
Ken Blatter	2026
Aaron Cumming	2026
Michael Clancy	2026
Vacant/Alternate	2024
Trudy Lowery	2024



Agenda Item #5.k.

Agenda Item Name:

Consider Approval of the Biennial Purchase of Water Plant Citric Acid

Presenter:

Jared Emmert, Waste Water Treatment Plant Supervisor

Item Description:

Consider Approval of the Biennial Water Treatment Plant Citric Acid Purchase

Recommended Action:

Move to approve the water plant citric acid purchase request in the amount of \$40,000.

Fiscal Impact:

The cost of this year's purchase of citric acid is included in the 2024 Water budget for chemicals.

Operational Impact:

Citric acid is a required process chemical used in the operation of the facility's Pall filter membranes.

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

Due to the high per gallon cost of citric acid, a purchase order is required in years when orders are needed. Citric acid is ordered approximately every two years. The citric acid purchase for this year is accounted for in the Water Fund chemical budget, per usual. There is only one manufacturer/supplier of citric acid in the western United States, which is PVS Chemicals. All citric acid distributors source their product from this supplier, so prices do not vary.

Notification Requirements:

N/A

Prepared By:

Jared Emmert, Waste Water Treatment Plant Supervisor

Attachments:

1. Citric sole source memo
2. Citric acid request 2024



***City of Rifle, Colorado
Utility Department Memo***

To: Tommy Klein, City Manager
Cc: Rifle City Council
From: Jared Emmert, Utilities Director
Date: 2/1/2024
Re: Citric acid sole source PO

Mr. Klein,

Due to increasing chemical costs over the past two years, purchasing citric acid for the water treatment plant now requires a PO every time it is ordered. Citric acid is only ordered approximately every two years. Citric acid is accounted for in the yearly Water Fund chemical budget, per usual.

The Thatcher Company is currently the water treatment facility's distributor of bulk citric acid. There is only one citric acid supplier in the western United States, which is PVS Chemicals. Every distributor, including the Thatcher Company, sources their citric acid from PVS, so prices do not vary between distributors.

Thank you,

Jared Emmert

Jared Emmert, Utilities Director



**CITY OF RIFLE
PURCHASE REQUEST**

1.	Vendor Name	NEW: W-9 attached ☐

2.	Vendor Address

3.	For the Purchase of (description)

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

5.	Dept. Name	General Ledger Acct #

6.	Type of Purchase

7.	Purchasing Process Required (Rifle Municipal Code sections for guidance)		

8.	Authorization Required

9.	Signatures		
Position		Signature	Date

10.	Purchase Order # assigned by Finance

TABLE 1 - IS A PURCHASE ORDER NECESSARY

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

TABLE 2 - METHODS OF SOURCE SELECTION

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

TABLE 3 - LOCAL VENDOR PREFERENCE

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



Agenda Item #5.l.

Agenda Item Name:

Consider Approval of the Yearly Water Plant Aluminum Sulfate Purchase

Presenter:

Jared Emmert, Waste Water Treatment Plant Supervisor

Item Description:

Consider Approval of the Annual Water Treatment Plant Aluminum Sulfate Purchase

Recommended Action:

Move to approve water plant aluminum sulfate purchase request in the amount of \$55,000.

Fiscal Impact:

The cost of aluminum sulfate is included in the 2024 Water budget for chemicals.

Operational Impact:

Aluminum sulfate is a required process chemical that is used as a coagulant and settling aid to remove sediment from water, prior to filtration.

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

Due to increasing chemical costs, a purchase order is required every time aluminum sulfate is ordered. It is more efficient to make one large yearly purchase order to cover the required orders throughout the year. The cost of the aluminum sulfate is accounted for in the yearly Water Fund chemical budget, per usual. The cost of aluminum sulfate from the two distributors in the western United States was compared this year, and the Thatcher Company had the best price.

Notification Requirements:

N/A

Prepared By:

Jared Emmert, Waste Water Treatment Plant Supervisor

Attachments:

1. Alum sole source memo

2. Alum request 2024



***City of Rifle, Colorado
Utility Department Memo***

To: Tommy Klein, City Manager
Cc: Rifle City Council
From: Jared Emmert, Utilities Director
Date: 1/31/2024
Re: Aluminum sulfate sole source PO

Mr. Klein,

Due to increasing chemical costs over the past two years, purchasing aluminum sulfate coagulant for the water treatment plant now requires a PO every time it is ordered. Instead of several small PO's, it is a more efficient use of time to make one large PO every year. Aluminum sulfate is accounted for in the yearly Water Fund chemical budget, per usual.

The Thatcher Company is currently the water treatment facility's supplier of bulk aluminum sulfate. There were only two bulk suppliers of aluminum sulfate at the truckload level in the western United States: Thatcher, and Brenntag. Formerly, Hydrite Chemical was a third option, but they were acquired by the Thatcher Company in 2023. We compare costs from each of them on a yearly basis. The Thatcher Company has the lowest cost of bulk aluminum sulfate, at a price of \$0.168 per pound. The cost from Brenntag was quoted at \$0.195 per pound. Thatcher was selected as our aluminum sulfate supplier for 2024.

Thank you,

Jared Emmert

Jared Emmert, Utilities Director



9.	Signatures		
	Position	Signature	Date
	Department Director	<i>Jared Emmert</i>	
	City Manager		
	City Council Approval (meeting date)		
10.	Purchase Order # assigned by Finance		

TABLE 1 - IS A PURCHASE ORDER NECESSARY

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

TABLE 2 - METHODS OF SOURCE SELECTION

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

TABLE 3 - LOCAL VENDOR PREFERENCE

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



Agenda Item #5.m.

Agenda Item Name:

Consider Approval of the Yearly Water Plant Sodium Hypochlorite Purchase

Presenter:

Jared Emmert, Waste Water Treatment Plant Supervisor

Item Description:

Consider Approval of the Annual Water Treatment Plant Sodium Hypochlorite Purchase

Recommended Action:

Move to approve water plant sodium hypochlorite purchase request in the amount of \$76,000.

Fiscal Impact:

The cost of sodium hypochlorite is included in the 2024 Water budget for chemicals.

Operational Impact:

Sodium hypochlorite is used as the final disinfectant in the water treatment plant.

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

Due to increasing chemical costs, purchasing sodium hypochlorite now requires a purchase order every time it is ordered. It is more efficient to make one large purchase order to cover the necessary orders over the year. The cost of sodium hypochlorite is included in the yearly Water fund chemical budget, per usual. After obtaining pricing from the three distributors of sodium hydroxide in the western United States, Brenntag Pacific was chosen.

Notification Requirements:

N/A

Prepared By:

Jared Emmert, Waste Water Treatment Plant Supervisor

Attachments:

1. Hypochlorite sole source memo
2. Hypochlorite request 2024



***City of Rifle, Colorado
Utility Department Memo***

To: Tommy Klein, City Manager
Cc: Rifle City Council
From: Jared Emmert, Utilities Director
Date: 1/31/2024
Re: Sodium hypochlorite sole source

Mr. Klein,

Due to increasing chemical costs over the past two years, purchasing sodium hypochlorite disinfectant for the water treatment plant now requires a PO every time it is ordered. Instead of several small PO's, it is a more efficient use of time to make one large PO every year. Sodium hypochlorite is accounted for in the yearly Water Fund chemical budget, per usual.

The Thatcher Company is currently the water treatment facility's supplier of bulk sodium hypochlorite. There are only three bulk suppliers of sodium hypochlorite at the truckload level in the western United States: Thatcher, Brenntag, and Univar. We compare costs from each of them on a yearly basis. This year, Thatcher, Brenntag, and Univar were contacted for quotes on bulk sodium hydroxide pricing. Univar did not respond. Thatcher quoted a price of \$3.14 per gallon, if the freight charge was included in the bulk price. Brenntag quoted a price of \$2.80 per gallon, which included freight. Brenntag was selected as our sodium hydroxide supplier for 2024.

Thank you,

Jared Emmert

Jared Emmert, Utilities Director



9.	Signatures		
	Position	Signature	Date
	Department Director	<i>Jared Emmert</i>	
	City Manager		
	City Council Approval (meeting date)		
10.	Purchase Order # assigned by Finance		

TABLE 1 - IS A PURCHASE ORDER NECESSARY

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

TABLE 2 - METHODS OF SOURCE SELECTION

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

TABLE 3 - LOCAL VENDOR PREFERENCE

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



Agenda Item #5.n.

Agenda Item Name:

Consider Purchase of Ute Theater Projector with Lenses

Presenter:

Tommy Klein, City Manager

Item Description:

Consider purchase of Ute Theater projector with lenses

Recommended Action:

Move to approve the purchase of an Epson projector and two lenses for \$25,615.11

Fiscal Impact:

This item was not in the Ute budget. A supplemental will be presented to Council by Finance.

Operational Impact:

The Ute requires a projector to host events.

Prior Board Motions:

On January 17, 2024, Council approved the purchase of this projector without the lenses at a cost of \$25,761.00.

Background Information:

On January 17, 2024, Council approved the purchase of this projector without the lenses at a cost of \$25,761.00. Since that item was presented to Council, Wayne Pleasants worked with a local vendor and was able to negotiate the purchase of the projector with the lenses included for \$145.89 less than the previous quote.

Executive Summary:

On January 17, 2024, Council approved the purchase of this projector without the lenses at a cost of \$25,761.00. Since that item was presented to Council, Wayne Pleasants worked with a local vendor and was able to negotiate the purchase of the projector with the lenses included for \$145.89 less than the previous quote. (Total cost of projector and two lenses is \$25,615.11.)

If Council votes to approve this expenditure, the previous purchase order will be canceled.

Notification Requirements:

None

Prepared By:

Tommy Klein, City Manager

Attachments:

1. Purchase Order for Six Productions
2. Quote for projector from Six Productions



**CITY OF RIFLE
PURCHASE REQUEST**

1.	Vendor Name	NEW: W-9 attached ☐	
	Six Productions		
2.	Vendor Address		
	2100 Dolores Way Carbondale, CO 81623		
3.	For the Purchase of (description)		
	1 Epson EB-PU2216B 16 k Laser Projector, 1 Epson ELPU03S Short Throw Lens, 1 Epson ELPM10 Middle Zoom Lens #3		
4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.
	25,615.11		
5.	Dept. Name	General Ledger Acct #	
	Ute	207-4650-400-741	
6.	Type of Purchase		
	☐	Capital Construction	
	☐	Capital Construction – Change Order	
	☒	Capital Equipment	
	☐	Plant Equipment	
	☐	Materials, supplies, non-profession/technical services (includes computer/software maint.)	
	☐	Professional Services	
	☐	Utilities (includes equipment installation)	
	☐	Land, easements, ROW	
7.	Purchasing Process Required		
	☐	Cooperative Purchasing	
	☒	Open Market	
	☐	Comparative Pricing	
	☐	Request for Proposal (attach bid tab)	
	☐	Formal Bid (attach bid tab and advertisement)	
	☐	Single Source (attach an explanation)	
8.	Authorization Required		
	☒	City Manager	
	☒	City Council	
9.	Signatures		
	Position	Signature	Date
	Department Director		
	City Manager		
	City Council Approval (meeting date)		
10.	Purchase Order # assigned by Finance		

SIX Productions

2100 Dolores Way
 Carbondale, Colorado 81623
 Ph: (970) 340-4529

**QUOTE**

Invoice to:		Delivery Address:	Job # 860686
Ute Theater 132 E 4th St, Rifle, Colorado 81650		132 E 4th St, Rifle 81650 Room:	Order Status: Quote Only Order Date: 1/11/2024 Sales Person: John Czechowicz Email: john@six.live
Contact: Wayne Pleasants Phone: (970) 925-1663 Fax: Email: wpleasants@rifleco.org		Contact: Phone: Cell: Email:	PO # Payment Type:
1/11/2024, -		, -	, -
, -		1/12/2024, -	Job Modified: Jan 19 2024 5:22PM
JOB DESCRIPTION: UTE Theater projector quote			

Quantity	Description	Duration	Price	Subtotal
Video				
1	Epson EB-PU2216B 16k Laser projector	1 Days	\$21,212.30	\$21,212.30
1	Epson ELPLU03S Short throw lens	1 Days	\$2,667.44	\$2,667.44
1	Epson ELPLM10 Middle Zoom lens #3	1 Days	\$1,592.25	\$1,592.25

Total: **\$25,471.99**

Delivery/Misc

Quantity	Description	Price	Subtotal
1	Shipping - projector	\$107.40	\$107.40
1	Shipping - lenses	\$35.72	\$35.72

Delivery/Misc Total: **\$143.12**

(Totals on following page)

Product Total:	\$25,471.99
Discount:	\$0.00
Labor:	\$0.00
Delivery/Misc:	\$143.12
Service Charge:	\$0.00
Damage Waiver:	\$0.00
Tax:	\$0.00
Job Total:	\$25,615.11

DISCLAIMER:

By signing below, I, the purchaser, agree to pay the amount indicated to SIX Productions in exchange for the products listed on this invoice. By signing this agreement, I agree to make all payments on time. I understand that each payment is due within 30 days of the invoice date.

Signed: _____



Agenda Item #7.a.

Agenda Item Name:

Consider Approval of Purchase Order and Expenditure for Mind Springs Social Setting Withdrawal Management (SSWM) Program

Presenter:

Tommy Klein, City Manager

Item Description:

Consider Approving Purchase Order and Expenditure for Mind Springs Social Setting Withdrawal Management (SSWM) Program

Recommended Action:

Move to approve the issuance of a Purchase Order and subsequent expenditure in the amount of \$40,000 for the Social Setting Withdrawal Management program operated by Colorado West Psychiatry Hospital, dba Mind Springs.

Fiscal Impact:

The expenditure is included in the 2024 Budget.

Operational Impact:

None

Prior Board Motions:

Received a presentation from Mind Springs on February 16, 2022. Approved a \$40,000 expenditure to support the program on November 15, 2023.

Background Information:

See Executive Summary.

Executive Summary:

On April 20th, 2022, Council approved providing \$40,000 from the 2023 budget to Mind Springs to fund the SSWM (detox) center. Garfield County and Mind Springs initially requested a five-year financial commitment to the project. Rifle objected to the wording in the original contract indicating that we had committed to funding the project when, in fact, we had not done so. The County applied for and received a grant to fund the center. The grant requires the county to fund the center for three years. After months of working through a proposed agreement, a contract was produced and approved by the City Attorney. Our staff viewed this contract as favorable compared to previous proposed agreements which would have obligated Rifle to fund the center for five years. The revised contract required us to fund the project for \$40,000 in 2023. The contract also established a Governance Committee consisting of one appointee from each Contributing Partner and this board will determine how to fund the project in the future by creating a "methodology by which financial needs of the

withdrawal program will be identified and costs will be allocated among the Contributing Partners." Rifle may withdraw from the contract 90 days before the first of each year.

The Contributing Partners currently include:

Carbondale
Glenwood Springs
New Castle
Silt
Rifle
Parachute
Valley View Hospital
Grand River Hospital
Garfield County

Rifle has one seat on the board (Governance Committee) and Mr. Carpenter represents our City. Mr. Hostettler is the alternate.

The Mind Springs board replaced the executive director of the organization in early August 2022. Since that time, the organization has not received unfavorable press coverage or scrutiny from state authorities. See <https://hcpf.colorado.gov/audit-findings-mind-springs-health>.

We funded Mind Springs' operation's budget in November 2023 for \$40,000. The 2024 Budget includes \$40,000 to support services provided by Mind Springs.

Notification Requirements:

None

Prepared By:

Tommy Klein, City Manager

Attachments:

1. Mind Springs Detox Purchase Order



**CITY OF RIFLE
PURCHASE REQUEST**

1.	Vendor Name	NEW: W-9 attached ☐

2.	Vendor Address

3.	For the Purchase of (description)

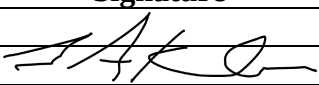
4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.

5.	Dept. Name	General Ledger Acct #

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

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

8.	Authorization Required
	City Manager
	City Council

9.	Signatures		
	Position	Signature	Date
	Department Director		
	City Manager		
	City Council Approval (meeting date)		
10.	Purchase Order # assigned by Finance		

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

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



Agenda Item #7.b.

Agenda Item Name:

Consider Approval of Purchase Order and Subsequent Expenditure to Fund the Rifle Community Foundation

Presenter:

Tommy Klein, City Manager

Item Description:

Consider approving a Purchase Order and subsequent expenditure of \$76,000 to fund the Rifle Community Foundation.

Recommended Action:

Move to approve the issuance of a Purchase Order and the subsequent expenditure of \$76,000 to fund the Rifle Community Foundation.

Fiscal Impact:

The 2024 Budget includes \$76,000 to fund grants awarded by the Rifle Community Foundation.

Operational Impact:

None

Prior Board Motions:

Council approves this expenditure annually.

Background Information:

The City funds the Rifle Community Foundation to support local nonprofits that provide services from the DeBeque Canyon to the South Canyon.

Executive Summary:

The Rifle Community Foundation is a nonprofit 501 (c) and a Board of Directors makes decisions on which applicants receive funding. The mission of the organization is to, "enhance the lives of the people of the Colorado River Valley from South Canyon to De Beque Canyon by providing an avenue for donors to invest in legacy projects and worthy activities benefiting area citizens."

Councilor Roberts is our representative on the Board of Directors. Tommy Klein resigned from the Board in January 2024.

Notification Requirements:

None

Prepared By:

Tommy Klein, City Manager

Attachments:

1. Rifle Community Foundation Purchase Order



**CITY OF RIFLE
PURCHASE REQUEST**

1.	Vendor Name	NEW: W-9 attached ☐
	Rifle Community Foundation	

2.	Vendor Address
	PO Box 1234, Rifle, CO 81650

3.	For the Purchase of (description)
	Funding for grants from community organizations.
	\$40,000 for Community Wellness Grants and \$36,000 for Foundation Grants

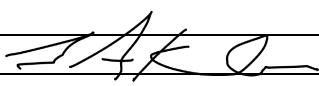
4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.
	\$76,000	\$76,000	

5.	Dept. Name	General Ledger Acct #
	Gen - Non Dept	100-4800-400-879 and 100-4800-400-878

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

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

8.	Authorization Required
	☒ City Manager
	☒ City Council

9.	Signatures		
	Position	Signature	Date
	Department Director		
	City Manager		01-15-2024
	City Council Approval (meeting date)		
10.	Purchase Order # assigned by Finance		

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

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



Agenda Item #7.c.

Agenda Item Name:

Consider Ratification of Emergency Procurement Expenditure for the Waste Water Treatment Plant

Presenter:

Jared Emmert, Waste Water Treatment Plant Supervisor

Item Description:

Emergency procurement for wastewater treatment plant repairs.

Recommended Action:

Move to approve emergency procurement for wastewater treatment plant non-potable water system repairs, in the amount of \$153,325.18.

Fiscal Impact:

These expenses were not budgeted for 2023 or 2024. The Wastewater Fund restricts \$425,000 each year for emergency repairs such as this.

Operational Impact:

The non-potable water system is required for feed water to multiple pieces of equipment, as well as for cleaning and priming pumps. Staff are currently manually feeding water to equipment by running hoses from adjacent buildings. The constant need to manually spray the equipment is adding workload to a plant crew that is already operating at 60% of normal staffing.

Prior Board Motions:

N/A.

Background Information:

The non-potable water system that supplies water to hydrants, faucets, and equipment in the WWTP headworks building failed in multiple places underneath the foundation. The failures arose from cost-saving measures implemented during the original construction of the facility in 2007. Pipe types that were improper for the application were used underneath the building's slab foundation, due to the lower cost of that pipe. Spot-repairs each time a failure occurs are not practical, due to the high cost of removing concrete, excavation, flow-filling voids, and replacing concrete and rebar. The entire non-potable system under the headworks will need to be replaced. SGM Engineering designed the new system, with Johnson Construction making the replacement.

Executive Summary:

The non-potable water system that supplies water to hydrants, faucets, and equipment in the WWTP headworks building failed in multiple places underneath the foundation. The failures arose from cost-saving measures implemented during the original construction of the facility in 2007. The non-potable system piping under the headworks will need replacement. To avoid unnecessarily high costs of immediate spot-repair, followed by

total replacement later, I believe it to be most cost-effective to perform the entire project now. This will save the Wastewater Fund approximately \$20,000. The quote for the project from Johnson Construction was based on engineering drawings from SGM, and most of the cost of the project is for materials.

Notification Requirements:

N/A.

Prepared By:

Tommy Klein, City Manager

Attachments:

1. Emergency procurement memo
2. SGM Invoice 99055F-4 Non-Pot Repair
3. Johnson BIDFORM_JCI_01182024_Signed



City of Rifle, Colorado
Utility Department Memo

To: Tommy Klein, City Manager
Cc: Rifle City Council
From: Jared Emmert, Utilities Director
Date: 1/30/2024
Re: Wastewater Non-potable Water System Emergency Procurement

Mr. Klein,

The following is an explanation of emergency procurement, for design and construction of new non-potable water piping for the wastewater treatment plant headworks building. SGM Engineering charged time and material for design of the new system, for a total of \$9,075.18. Johnson Construction was contracted for the installation of the new system, for a total of \$144,250.00. Total project cost was \$153,325.18.

The non-potable water system that supplies water to hydrants, faucets, and equipment in the headworks building of the wastewater treatment facility catastrophically failed in November. Piping under the headworks building foundation came apart in two different locations. Since then, operators have needed to run water from different buildings and manually wash equipment that normally has sprayers. Hoses also need to be run from adjacent buildings anytime water is used.

The non-potable system has had several breaks over the years, which were repaired. This recent failure, however, occurred under the headworks building foundation. To access the leak, approximately 6" of rebar-concrete will have to be removed and then replaced. A pipeline is only as strong as its weakest point. This recent failure indicates that the non-potable water lines under the headworks building will continue to fail. As more spots are repaired, the failure will migrate to the next weakest point on the system. The likelihood of repeat failures led me to consider three alternatives going forward:

1. Repair the lines each time they fail, at a cost of over \$10,000 per location.



***City of Rifle, Colorado
Utility Department Memo***

2. Abandon old piping in-ground, replace with piping routed above ground.
3. Tear out old piping and replace with new, below ground piping (significantly more expensive).

Rather than risk multiple expensive spot-repairs, I opted to move the entire system above ground, and have the lines run along the walls and ceilings of the headworks building. Regardless of intermediate repairs, the entire system will need to be replaced. I believe it to be most cost-effective to abandon the old system immediately, and only have to perform the concrete work once, which will save the Wastewater Fund approximately \$20,000. This alternative is significantly cheaper than rebuilding the existing system below grade. It also allows for cheap, in-house repair by operators, since it can be accessed without excavation.

The necessity for this project arises from decisions made during the original construction of the facility. During construction, the City opted to use Schedule 40 PVC pipe to construct the water lines under the buildings, instead of the recommended Schedule 80 PVC. This was done as a cost-saving measure, since Schedule 40 is cheaper than Schedule 80. Schedule 40 was not appropriate for industrial application at the wastewater plant. It is more commonly used for residential and irrigation, where the pipes are not pressurized for long periods of time.

If there are any questions or concerns about this emergency project, please let me know. I will try to answer questions as soon as possible.

Thank you,

Jared Emmert

Jared Emmert, Utilities Director

**Invoice**

SGM, Inc.
Schmueser Gordon Meyer, Inc. dba SGM, Inc.
118 West 6th Street, Suite 200
Glenwood Springs, CO 81601
(970) 945-1004

Robert Burns
City of Rifle
202 Railroad Avenue
Rifle, CO 81650

Invoice Date: January 24, 2024
Invoice No: 99055F-4 - 16

Project 99055F-4 WWTF Dewatering Press

For Professional Services through January 13, 2024

Phase 02 Non-Pot Repairs

Professional Labor

Hours Rate Amount

Project Management

Bair, Brandyn Senior Engineer II 11.50 193.00 2,219.50

Site Visit(s)

Bair, Brandyn Senior Engineer II 3.00 193.00 579.00

Water/WW Distribution/Collection

Kordick, Alexandra Senior Engineer I 13.00 180.00 2,340.00

CADD Design

Coe, Elle Engineer II 30.00 130.00 3,900.00

Totals 57.50 9,038.50

Total Labor 9,038.50

Unit Billing

Mileage

12/11/2023

56.0 Miles @ 0.655

36.68

Total Unit Billing

1.0 times

36.68

36.68

Phase Total \$9,075.18

Invoice Total \$9,075.18

If you have any questions regarding this bill, please call.

Project Manager: _____

Chad Paulson

Billing Backup

Wednesday, January 24, 2024

SGM, Inc.

Invoice 16 Dated 1/24/2024

9:31:20 AM

Project	99055F-4	WWTF Dewatering Press
Phase	02	Non-Pot Repairs

Professional Labor

			Hours	Rate	Amount
Project Management					
Senior Engineer II					
Project Management					
303 - 752 - Bair, Brandyn	12/12/2023	2.00	193.00		386.00
Internal review of pictures and sketches of non-pot pipe routing					
303 - 752 - Bair, Brandyn	12/14/2023	1.00	193.00		193.00
Meet with design team to layout how we want drawings/sketches to be put together for contractor					
303 - 752 - Bair, Brandyn	12/19/2023	1.00	193.00		193.00
Redline comments					
303 - 752 - Bair, Brandyn	12/21/2023	1.50	193.00		289.50
Redline review and making changes to preliminary drawing set					
303 - 752 - Bair, Brandyn	12/22/2023	1.50	193.00		289.50
Made changes to preliminary drawing set. Sent package to Owner for their review.					
303 - 752 - Bair, Brandyn	12/27/2023	3.50	193.00		675.50
Made changes to drawing set, added image for barscreen/washer compactor connection. Sent drawings to client for final approval					
303 - 752 - Bair, Brandyn	12/28/2023	1.00	193.00		193.00
Correspondence with Owner, sent final drawings to Contractor for pricing					
Site Visit(s)					
Senior Engineer II					
Site Visit(s)					
330 - 752 - Bair, Brandyn	12/11/2023	3.00	193.00		579.00
Site visit-take photos and talk with operators to see how we can reroute non-pot waterlines within Headworks and Dewatering buildings					
Water/WW Distribution/Collection					
Senior Engineer I					
Water/WW Distribution/Collection					
439 - 750 - Kordick, Alexandra	12/11/2023	5.50	180.00		990.00
Rifle non- pot site visit, prep, and photo downloads					
439 - 750 - Kordick, Alexandra	12/12/2023	5.50	180.00		990.00
Site visit notes prelim design					
439 - 750 - Kordick, Alexandra	12/14/2023	1.00	180.00		180.00
Prelim design meeting					
439 - 750 - Kordick, Alexandra	12/19/2023	1.00	180.00		180.00
QA/QC; discussions re: tie-ins					
CADD Design					
Engineer II					
CADD Design					
501 - 500 - Coe, Elle	12/14/2023	2.50	130.00		325.00

Project	99055F-4	SGM	Invoice	99055F-4 - 16
	Design Drawings			
501 - 500 - Coe, Elle	12/15/2023	5.25	130.00	682.50
	Design Drawings			
501 - 500 - Coe, Elle	12/18/2023	7.25	130.00	942.50
	CAD Drawing			
501 - 500 - Coe, Elle	12/19/2023	7.00	130.00	910.00
	CAD Drawing			
501 - 500 - Coe, Elle	12/20/2023	8.00	130.00	1,040.00
	CAD Drawing			
	Totals	57.50		9,038.50
	Total Labor			9,038.50
Unit Billing				
Mileage				
12/11/2023		56.0 Miles @ 0.655	36.68	
	Total Unit Billing	1.0 times	36.68	36.68
		Phase Total		\$9,075.18
		Project Total		\$9,075.18
		Total this Report		\$9,075.18



Johnson Construction, Inc.

P.O. Box 1640 Rifle, CO 81650

124 W. 2nd Street Rifle, CO 81650

Contact: Rob Bercher

Phone: 970-625-2251

Email: Rob@johnconinc.com

Bid To:

City of Rifle

Attn:

Jared Emmert

Address:

Phone:

970-665-6589

Email:

Jemmert@rifleco.org

Bid Date:

Bid Number:

Project:

Rifle WWTF - Non Potable Improvements

Location:

Rifle, CO

Owner:

City of Rifle

Engineer:

SGM

Date of Plans:

12.15.2023

Addendums:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
10	MOBILIZATION	1.00	LS	5,000.00	5,000.00
20	SAWCUTTING CONCRETE	1.00	LS	900.00	900.00
30	REMOVE 6" CONCRETE SLAB	1.00	LS	1,300.00	1,300.00
40	EXPOSE 6" NON-POT AND PLUG	1.00	LS	2,600.00	2,600.00
50	FLOWFILL VOIDS AND REMOVE EXCAVATED SPOILS	1.00	LS	3,600.00	3,600.00
60	REPLACE 6" CONCRETE SLAB	1.00	LS	3,600.00	3,600.00
65	REMOVE/CAP/ABANDON 12" RAS LINE	1.00	LS	5,400.00	5,400.00
70	INTERNAL PIPING	1.00	LS	118,150.00	118,150.00
80	DISPOSALS AND CLEANUP	1.00	LS	3,700.00	3,700.00
GRAND TOTAL					\$144,250.00

Jared Emmert 1/29/2024



Agenda Item #7.d.

Agenda Item Name:

Consider Request from the Western Garfield County Chamber of Commerce

Presenter:

Larry Stewart

Item Description:

Consider a request from the Western Garfield County Chamber of Commerce for additional funding.

Recommended Action:

Move to approve funding in the amount of (Council's discretion) to extend membership in the Western Garfield County Chamber of Commerce.

Fiscal Impact:

We have \$3,000 in the 2024 budget for membership dues for the Western Garfield County Chamber of Commerce.

Operational Impact:

If Council approves an increase in funding, staff will approach Council with a supplemental.

Prior Board Motions:

In the 2023 budget, Council approved a \$3,000 expenditure to pay for Western Garfield County Chamber of Commerce membership dues. Western Garfield County Chamber of Commerce. In our 2024 budget, we have set aside \$3,000 for dues.

Background Information:

In 2023, Council approved a \$3,000 expenditure to pay for Western Garfield County Chamber of Commerce membership. Western Garfield County Chamber of Commerce is a membership organization that supports local businesses by organizing events, providing advice, and offering training opportunities.

Executive Summary:

In 2023, Council approved a \$3,000 expenditure to pay for Western Garfield County Chamber of Commerce membership dues. In our 2024 budget, we have set aside \$3,000 for dues. Western Garfield County Chamber of Commerce is a membership organization that supports local businesses by organizing events, providing advice, and offering training opportunities.

From the website:

Your Chamber advances the regional economy through leadership in collaboration with decision-makers for business advocacy and by strategically facilitating businesses' ability to adapt to changes in economic drivers. Your Chamber offers a TOOLBOX of business and leadership education, network and business development,

market information, representation of business interests, and community knowledge and connection to our members.

Notification Requirements:

None

Prepared By:

Tommy Klein, City Manager

Attachments:

None



Agenda Item #7.e.

Agenda Item Name:

Consider Appointing Misty Briscoe-Garcia to the Downtown Development Authority (DDA) Board

Presenter:

Helen Rogers

Item Description:

Consider Appointing Misty Briscoe-Garcia to the Downtown Development Authority (DDA) Board

Recommended Action:

Move to approve the appointment of Misty Briscoe-Garcia to the Downtown Development Authority (DDA) Board

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

The Rifle Downtown Development Authority allows for 11 Board Members. Misty Briscoe-Garcia has expressed interest in filling a vacant DDA position.

Misty is an attorney at law and a real estate agent. Owns Misty B. Briscoe-Garcia, PC law practice and the owner/broker for Freehold Mountain Real Estate.

The DDA Board recommends approval of Misty Briscoe-Garcia to the DDA Board.

Executive Summary:

None

Notification Requirements:

None

Prepared By:

Alexis Ramirez, Deputy City Clerk

Attachments:

1. Misty Briscoe-Garcia DDA Interest Letter

January 17, 2024

RE: Downtown Development Authority (DDA)

To whom it may concern:

I am expressing interest in being appointed as a Director/ Board Member of the Rifle DDA.

I am a longtime local resident and a business owner. I currently have an office in Suite 203 of the old Mercantile Building on 3rd Street. I am an attorney at law and also a real estate agent. I own both my own law practice, Misty B. Briscoe-Garcia, PC and am the owner/broker for Freehold Mountain Real Estate.

I am interested in collaborating with the other DDA directors to continue to make Rifle, specifically the downtown, as vibrant and successful as possible.

I believe both my law and real estate backgrounds will bring value to the Board.

Thank you for your consideration.

All the best,



Misty Briscoe-Garcia

Attorney at Law- Misty B. Briscoe-Garcia, PC
Broker/Owner- Freehold Mountain Real Estate
110 East 3rd Street, Suite 203 Rifle, CO 81650
970.230.0359

mistybgarcia@yahoo.com

mbgsolopc.com

misty@freeholdmountainrealestate.com

freeholdmountainrealestate.com



Agenda Item #7.f.

Agenda Item Name:

Consider Enacting Section 8-1-205 to the Rifle Municipal Code Regarding the Visual Display of License Plates
- Ordinance No. 2, Series of 2024 - 1st Reading

Presenter:

Kathy Pototsky, Court Clerk / PIO

Item Description:

Consider enacting Section 8-1-205 to the Rifle Municipal Code Regarding the Visual Display of License Plates
- Ordinance No. 2, Series of 2024 - 1st Reading

Recommended Action:

Move to approve Ordinance No. 2, Series of 2024, on first reading as presented and order it to be published as required by charter.

Fiscal Impact:

No fiscal impact to the City.

Operational Impact:

None

Prior Board Motions:

N/A

Background Information:

Officer Kallie McCain brought to the court's attention the fact that we don't have a specific code section dealing with obstructed license plates.

Executive Summary:

This amendment to the Rifle Model Traffic Code is simply the addition of a section requiring that license plates on a motor vehicle be visible. The language is identical to the state Model Traffic Code and allows City of Rifle officers to write tickets into Rifle Municipal Court instead of county court. The request for this addition came at the request of officers who have been citing individuals for this infraction and haven't been able to utilize the municipal court.

Notification Requirements:

Notice was published in the paper as required by the Rifle Municipal Code.

Prepared By:

Alexis Ramirez, Deputy City Clerk

Attachments:

1. Ordinance No. 2-MTC Enactment Visible License Plate

**CITY OF RIFLE, COLORADO
ORDINANCE NO. 2
SERIES OF 2024**

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO ENACTING
SECTION 8-1-205 OF THE RIFLE MUNICIPAL CODE TO REQUIRE THE
VISUAL DISPLAY OF LICENSE PLATES ON A MOTOR VEHICLE.

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

WHEREAS, Chapter 8, Article I of the City of Rifle Municipal Code (the “Code”) adopts by reference the 2020 Edition of the Model Traffic Code, with local amendments; and

WHEREAS, City staff has determined that the current Code provisions require additional amendment to better regulate and enforce the need to properly display vehicle license plates; and

WHEREAS, the City Council finds and determines that the enactment of Section 8-1-205 of the Code is in the best interest of the public health, safety and welfare of the citizens of Rifle.

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

1. The foregoing recitals are incorporated by reference as findings and determinations of the City Council.

2. Section 8-1-205 of the Rifle Municipal Code is hereby enacted as follows:

Sec. 8-1-205. – VISUAL DISPLAY OF LICENSE PLATES:

A new section 1419 of the adopted code is hereby enacted, to read as follows:

1419. Visual display of license plates.

A person shall not operate a motor vehicle with an affixed device or a substance that causes all or a portion of a license plate to be unreadable by a system used to automatically identify a motor vehicle. Such a device includes, without limitation, a cover that distorts angular visibility; alters the color of the plate; or is smoked, tinted, scratched, or dirty so as to impair the legibility of the license plate.

3. The effective date of this Ordinance shall be March 1, 2024.

INTRODUCED on February 7, 2024 read by title, passed on first reading, and ordered published as required by the Charter.

INTRODUCED a second time at a regular meeting of the Council of the City of Rifle, Colorado on February 21, 2024, passed without amendment, approved, and ordered published in full as required by the Charter.

DATED this _____ day of _____, 2024.

CITY OF RIFLE, COLORADO

By _____
Mayor

ATTEST:

City Clerk



Agenda Item #8.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:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

None

Executive Summary:

Work Report to City Manager
02/02/2024

Notification Requirements:

None

Prepared By:

Alexis Ramirez, Deputy City Clerk

Attachments:

1. 02.07.2024 Report to City Manager

WORK REPORT TO CITY MANAGER

02.07.2024

PIO

- Continuing updates on website and social media on local issues and citizen concerns. People are very excited about the project at Whiteriver Avenue and Highway 6. Two callers referred to the intersection as “The Widowmaker” which I had never heard before!
- Dylan Lauffer did an outstanding job responding to concerns regarding the Whiteriver project on our Facebook page.
- Press release regarding moving Spring Clean-Up to fall.
- Received approval from the City Attorney for our AI Best Practices.
- Attended webinar “What You Need to Know about Writing a Prompt for AI Tools” presented by InnovateUS. The presenter was from Microsoft, but was very good about pointing out the amazing things AI can do while also noting the importance of human supervision and review.

COURT

- Handled 42 adult cases on January 17 court day and held one bench trial. It was interesting because we used Zoom for two of the witnesses and also had an interpreter in the courtroom for a Spanish speaking defendant. Slow going, but it worked well!
- Held 09 telephone hearings with inmates in custody.
- Attended webinars on Impact of AI for the Courts and AI Impact on the Practice of Law. Interestingly, the federal courts in the US are starting to make decisions on the use of AI in the legal system. Last week, Great Britain and Wales ruled to ALLOW judges to use AI in writing their opinions with the caveat that citations cannot be included. Talk about moving at the speed of light!
- Attended 2024 legislative update webinar from CML.
- Requesting amendment to Rifle traffic code to add a charge of Obstructed License Plate after Officer Kallie McCain made the request. She noticed that people could be charged under state law, but not City code.

PUBLIC WORKS

- Veteran’s Memorial, Phase I Beautification: received topo from surveyor; plans in progress – 25%
- CAD renderings and development of specifications of the City of Rifle Specifications Manual, in progress 10% on drawings; 95% on specifications
- Implementation of Limble software for Asset Management: adding assets to database; met with Keith Gray to discuss and evaluate software
- Grand Mesa Water Treatment Plant Demolition - Demolition progress: 70%; restoring the site and grade: 0%

- GIS: ongoing work with Utilities to map lead water service; working to correct an addressing error; mapping utility information.

Fleet

- Normal fleet maintenance operations.
- Repair and maintenance of Volvo front-end wheel loader: 100%complete; PECO Tech to be on site next week to evaluate power issues – PECO is absorbing the cost of diagnosis.
- Repair to 4V35: 100% complete [Repaired by GreyCO]
- 4V37 upfit at GreyCO: 70% complete [Note: awaiting a few parts]
- Preparing vehicles for Winter/Spring Auction
- Titling and licensing of Fleet vehicles

Operations & Maintenance

- Assisting Fleet Mechanic with repair to 30-ton trailer with refit of parts and painting
- Snow & Ice removal operations
- Corrected drainage problem at Will Ave & Access Road
- Investigation of drainage culvert ahead of drainage project in Ute Ave near senior housing.

Two-week work forecast

- Snow and its removal
- Concrete valley pan removal and replacement, weather permitting
- CAD work on PW Manual drawings and Veteran's Memorial Beautification Plans
- Shop for heavy haul truck for Wastewater Facility

PARKS & RECREATION / GROUNDS & FACILITIES

- Grounds and Facilities staff completed a remodel of the PD's Annex building to add a wall to allow for the gym to be moved in. Staff send a total of 132 hours on this project and saved the department thousands of dollars by completing much of the work in-house.
- Parks staff has been working with Garvik Ground Ops to renovate/update the playing surface on Skinner Field. This process involves scarifying the infield which loosens up and opens the surface to allow it to dry faster. With this update three to four inches on new material will be added to the field. The renovation will upgrade the playing surface, maintain a smooth, cushioned, playable surface for superior traction and player safety.
- Grounds and Facilities staff is working with a contract to repair the PD's entrance gate off Whiteriver.
- The sensor wire in the asphalt as failed. The contractor will be back onsite on 02/06 to install new wiring.
- A Wamsley Elementary School 2nd grade class has a community involvement project and recognized Recreation staff. They worked to make banana bread and hard written thank you notes as part of their project.
- We are in hiring process for our vacant recreation coordinator position. We hope to have this position filled by the middle of February.
- An RFP for the replacement of equipment at Moki and Arnold Playgrounds will go out this month.



Agenda Item #8.b.

Agenda Item Name:

Manager Designating Items as Surplus

Presenter:

Tommy Klein, City Manager

Item Description:

Designating items as surplus - Notice to Council

Recommended Action:

No action necessary.

Fiscal Impact:

Minimal revenue will be generated in the amount of \$4,320.

Operational Impact:

None

Prior Board Motions:

None

Background Information:

The new pool chlorinator requires a different type of chlorine to operate. We will sell the chlorine to Montrose Parks and Recreation Department.

Executive Summary:

Please see the attached memo.

Notification Requirements:

None

Prepared By:

Tommy Klein, City Manager

Attachments:

1. Pool Surplus - Chlorine



MEMORANDUM

TO: HONORABLE MAYOR AND COUNCIL
FROM: TOMMY KLEIN, CITY MANAGER
DATE: JANUARY 17, 2024
RE: SURPLUS

City Code Division 6, Sec. 4-3-610 requires that Council be notified when items are declared surplus by the City Manager. Our Code mandates that items above \$10,000-\$24,999 must be sold at auction. Items above \$25,000 must be declared as surplus by Council and then sold at auction. Assets that were purchased for under \$10,000 can be declared surplus by the Manager and disposed of accordingly.

The following items have been declared surplus:

48 buckets of chlorine

The new chlorinator at Metro Pool is no longer compatible with the chlorine we are selling. Parks and Recreation will sell the chlorine to Montrose Parks and Recreation for \$90.00 a unit to recoup approximately half of our costs.



Agenda Item #8.c.

Agenda Item Name:

Traveler Report for December 2023

Presenter:

Tommy Klein, City Manager

Item Description:

Traveler Report for December 2023

Recommended Action:

None

Fiscal Impact:

It appears that we will owe RFTA \$8,606 for 2023 Traveler services.

Operational Impact:

None

Prior Board Motions:

Prior board motion to fund the Traveler for the 2023 budget cycle in the amount of \$134,374.

Background Information:

A previous Council hired a vendor to conduct a study on the Traveler program and to provide other options the City could pursue. The study also provided information on how to best determine fees for the service. RFTA has adopted the methodology recommended by the Rifle study and agreed to provide quarterly reports on usage. For the 2023 budget, we funded the Traveler program in the amount of \$134,374.

Executive Summary:

The attached report is for the Council's information.

A previous Council hired a vendor to conduct a study on the Traveler program and to provide other options the City could pursue. The study also provided information on how to best determine fees for the service. RFTA has adopted the methodology recommended by the Rifle study and agreed to provide quarterly reports on usage. For the 2023 budget, we funded the Traveler program in the amount of \$134,374. Based on the December 2023 report, we will owe RFTA an additional \$8,606,00. In the 2024 budget, we allowed for

According to the report, Rifle had the highest number of one-way trips at 4,819, followed by Glenwood Springs at 3,834 one-way trips.

Notification Requirements:

None

Prepared By:

Tommy Klein, City Manager

Attachments:

1. 2023 December Traveler Forecast Report



Garfield County Traveler Program



2023 Traveler Actual and Forecasted Service and Cost Monitoring Report



2023 Traveler Actual and Forecasted Service and Cost Monitoring Report

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December 2023 Summary

This is intended to be a Traveler year-to-date Actual and Forecasted Service and Cost monitoring report for the 2023 year. In general, forecasts made with fewer months' data may tend to be less accurate than those made with a greater number of months' data.

This report includes year-to-date data for the month of **December** 2023, these numbers are preliminary and include forecasted numbers for a few accounts and could change in the final report. However, based on the year's data, a number of observations can be made, as follows:

1. **2023 One-Way Passenger Trips Forecast:** When year-to-date actuals thru December's one-way passenger trips are approximately **16%** more than the total one-way passenger trips that was budgeted in the 2023 7-Party MOU.
2. **2023 Loaded Miles Forecast:** Similarly, at year end, actual Loaded Miles are approximately **28%** more than the budget in the 2023 7-Party MOU.
3. **2023 Loaded Minutes Forecast:** At year end, actual 2023 Loaded Minutes are approximately **28%** more than the budget in the 2023 7-Party MOU.
4. **Total 2023 Traveler Cost Forecast:** As of the preliminary **December** 2023, the year-end forecast for actual costs is approximately **\$13,539** under budget. However, one-way passenger trips, loaded miles, and loaded hours are being redistributed among the participating jurisdictions, and the net costs for Rifle is **increasing** by **\$8,606**, while the net costs for RFTA jurisdictions, Silt, and Garfield County are **decreasing** by **\$13,946**, **\$1,429**, and **\$15,405**, respectively.
5. **Cost-Effectiveness:** The chart below, using the preliminary December forecast, indicates the following efficiencies could be achieved:

Performance Measure	YTD Forecast	MOU Budget	\$ Variance	% Variance
Total Cost Per One-Way Psgr. Trip	\$ 68.28	\$ 80.53	\$ (12.25)	-15%
Total Cost Per Loaded Mile	\$ 12.84	\$ 16.75	\$ (3.92)	-23%
Total Cost Per Loaded Minute	\$ 3.42	\$ 4.45	\$ (1.03)	-23%

Budgeted 2023 Traveler 7-Party MOU Service and Cost Data Compared with Traveler Year-to-Date Actual Service and Cost Data Forecasted to Year-End 2023

Dec 2023 Actual/Preliminary Data

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	
		2023 Actual One-Way Passenger Trips	MOU Est. One-Way Passenger Trips	Forecast - MOU Vari +/-	2023 Actual Loaded Miles	MOU Est. Loaded Miles	Forecast - MOU Vari +/-	2023 Actual Loaded Minutes	MOU Est. Loaded Minutes	Forecast - MOU Vari +/-	2023 Est. Forecast Fully Allocated Cost	Est. MOU Fully Allocated Cost	Forecast - MOU Vari +/-	2023 Est. Forecast Allocation of County Contribution, Grants & Program Income	Est.MOU Allocation of County Contribution, Grants & Program Income	Forecast - MOU Vari +/-	2023 Est. Forecast Net Respons for Each Municipality	MOU Est. Net Respons for Each Municipality	2023 Forecast to 2022 MOU Vari +/-	2023 Forecast Muncipal Cost Only Per Trip	2023 Forecast Total Alloc. Cost Per Trip	
1	Carbondale	222	59	163	2,389	456	1,933	6,229	1,375	4,854	\$ 20,229	\$ 5,762	\$ 14,468	\$ 10,132	\$ 2,813	\$ 7,320	\$ 10,097	\$ 2,949	\$ 7,148	\$ 45.48	\$ 91.12	1
2	Glenwood Springs	3,834	3,328	506	14,263	9,745	4,518	75,060	54,103	20,957	\$ 249,287	\$ 242,992	\$ 6,295	\$ 124,860	\$ 118,614	\$ 6,246	\$ 124,427	\$ 124,377	\$ 49	\$ 32.45	\$ 65.02	2
3	New Castle	543	716	(173)	6,656	9,376	(2,720)	14,167	22,051	(7,884)	\$ 48,927	\$ 89,017	\$ (40,090)	\$ 24,506	\$ 43,453	\$ (18,947)	\$ 24,421	\$ 45,564	\$ (21,143)	\$ 44.97	\$ 90.10	3
4	Silt	27	68	(41)	211	243	(32)	571	977	(406)	\$ 2,007	\$ 4,750	\$ (2,743)	\$ 1,005	\$ 2,319	\$ (1,313)	\$ 1,002	\$ 2,431	\$ (1,429)	\$ 37.11	\$ 74.35	4
5	Rifle	4,819	4,079	740	16,427	8,137	8,290	80,300	53,816	26,484	\$ 286,458	\$ 262,522	\$ 23,936	\$ 143,478	\$ 128,148	\$ 15,330	\$ 142,980	\$ 134,374	\$ 8,606	\$ 29.67	\$ 59.44	5
6	Garfield County	1,728	1,391	337	19,486	18,389	1,097	46,784	42,003	4,781	\$ 155,932	\$ 171,338	\$ (15,405)	\$ 155,932	\$ 171,338	\$ (15,405)	\$ -	\$ -	\$ -	\$ -	\$ 90.24	6
7	Total	11,173	9,641	1,532	59,432	46,346	13,086	223,111	174,325	48,786	\$ 762,841	\$ 776,380	\$ (13,539)	\$ 459,914	\$ 466,684	\$ (6,770)	\$ 302,926	\$ 309,696	\$ (6,770)	\$ 27.11	\$ 68.28	7
	Check Total	11,173		16%	59,432		28%	223,111		28%	\$ 762,841			\$ 459,914			\$ 302,926					

Difference +/-

- - - - -

Note: Column P, Line 6 indicates potential changes in Garfield County's 2023 contribution based on year-end forecasted costs and services

Note: Column S, Lines 1 - 5 indicate potential changes in the jurisdictions 2023 contributions based on year-end forecasted costs and services

Chart 1

Jurisdiction	% Actual Psgr. To Budget	% Actual Load Miles To Budget	% Actual Loaded Minutes To Budget
Carbondale	376%	524%	453%
Glenwood Springs	115%	146%	139%
New Castle	76%	71%	64%
Silt	40%	87%	58%
Rifle	118%	202%	149%
Garfield County	124%	106%	111%
Total Average	116%	128%	128%

Chart 2

Performance Measure	YTD Forecast	MOU Budget	\$ Variance	% Variance
Total Cost Per One-Way Psgr. Trip	\$ 68.28	\$ 80.53	\$ (12.25)	-15%
Total Cost Per Loaded Mile	\$ 12.84	\$ 16.75	\$ (3.92)	-23%
Total Cost Per Loaded Minute	\$ 3.42	\$ 4.45	\$ (1.03)	-23%

2023 Forecast - 12-2023: Year-To-Date and Annualized Cost and Service Data

Pay Periods 26

Line Item	Breakdown	2023 Budget	YTD Actual	Annualized	Forecast	Variance
Salaries Supervisor Ops Dpt		111,700	91,681	91,681	91,951	(19,749)
Salaries NonCDL Bus (FTYR) Ops Dpt		213,700	213,877	213,877	214,543	843
Salaries NonCDL Bus (PTYR) Ops Dpt		47,840	31,336	31,336	31,436	(16,404)
Salaries Transit Dispatch		68,000	71,557	71,557	71,772	3,772
Salaries Mechanics Mtn Dpt		32,000	47,366	47,366	47,366	15,366
Alternative Activity		2,550	2,581	2,581	2,581	31
Overtime Pay		6,000				6,056
Overtime Pay - Supervisors			4,575	4,575	4,575	
Overtime Pay - nonCDL FT			5,291	5,291	5,291	
Overtime Pay - nonCDL PT			46	46	46	
Overtime Pay - Transit Dispatch			2,144	2,144	2,144	
Bonus Pay		1,750				(750)
Bonus Safety			1,000	1,000	1,000	
Shift Pay		4,600				(1,093)
Shift Pay - nonCDL FT			3,411	3,411	3,411	
Shift Pay - nonCDL PT			96	96	96	
Separation Pay - Supervisor			11,692	11,692	11,692	11,692
Fringe Benefits Ops Dept	(61)	67,000				(7,393)
Fringe Benefits - Supervisor	17,474		16,801	16,801	16,842	
Fringe Benefits - nonCDL FT	33,445		28,927	28,927	29,030	
Fringe Benefits - nonCDL PT	5,503		2,326	2,326	2,340	
Fringe Benefits - Dispatch	10,639		11,360	11,360	11,394	
Health Insurance Ops Dept	17	68,100				43
Health Insurance - Supervisor	16,844		10,451	10,451	10,451	
Health Insurance - Relief Sup			4	4	4	
Health Insurance - nonCDL FT	37,116		43,486	43,486	43,486	
Health Insurance - nonCDL PT	-		28	28	28	
Health Insurance - Dispatch	14,123		14,173	14,173	14,173	
Subtotal Compensation		623,240	614,210	614,210	615,653	(7,587)
Admin Overhead		40,000	40,000	40,000	40,000	-
Vehicle Insurance		9,000	10,937	10,937	10,937	1,937
Office Rental		19,703	17,053	17,053	17,053	(2,650)
Telephone/Communications		11,000	9,760	9,760	9,760	(1,240)
Staff Training		1,000	25	25	25	(975)
Travel		756	-	-	-	(756)
Office Supplies		550	302	302	302	(248)
Postage		200	192	192	192	(8)
Subtotal Admin		82,209	78,269	78,269	78,269	(3,940)
Repairs-Third pty sevices		33,000	36,675	36,675	36,675	3,675
Drug and Alcohol Testing		672	-	-	-	(672)
DOT Exams		672	-	-	-	(672)
Unleaded Fuel		13,000	7,738	7,738	7,738	(5,262)
Compressed Natural Gas		8,000	7,825	7,825	7,825	(175)
Software Support		10,230	11,253	11,253	11,253	1,023
Prior Year Expenses		-	71	71	71	71
Subtotal Operating		65,574	63,562	63,562	63,562	(2,012)
Total Budget / Forecast		771,023	756,040	756,040	757,484	(13,539)

Actual & Annualized Data by Jurisdiction	Loaded Miles		Loaded Minutes		Passengers	
	YTD Actual	Annualized	YTD Actual	Annualized	YTD Actual	Annualized
Carbondale	2,389	2,389	6,229	6,229	222	222
Glenwood Springs	14,263	14,263	75,060	75,060	3,834	3,834
New Castle	6,656	6,656	14,167	14,167	543	543
Silt	211	211	571	571	27	27
Rifle	16,427	16,427	80,300	80,300	4,819	4,819
Rural Garfield	19,486	19,486	46,784	46,784	1,728	1,728
Total	59,432	59,432	223,111	223,111	11,173	11,173

RFTA - Garfield County Traveler

Year: 2023															
Jurisdiction	Passenger Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Annualized
Carbondale	Client	29	27	33	12	16	18	17	15	14	14	11	16	222	222
	PCA	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Guest	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Carbondale		29	27	33	12	16	18	17	15	14	14	11	16	222	222
Glenwood Springs	Client	367	316	334	285	310	335	281	384	258	319	322	288	3,799	3,799
	PCA	0	1	3	1	2	1	1	2	5	1	3	0	20	20
	Guest	0	0	2	0	1	1	7	0	0	0	1	3	15	15
Glenwood Springs		367	317	339	286	313	337	289	386	263	320	326	291	3,834	3,834
New Castle	Client	60	42	37	51	31	36	41	48	50	25	34	30	485	485
	PCA	7	2	7	4	8	0	2	9	17	0	2	0	58	58
	Guest	0	0	0	0	0	0	0	0	0	0	0	0	0	0
New Castle		67	44	44	55	39	36	43	57	67	25	36	30	543	543
Silt	Client	5	4	4	10	4								27	27
	PCA	0	0	0	0	0								0	0
	Guest	0	0	0	0	0								0	0
Silt		5	4	4	10	4								27	27
Rifle	Client	354	335	392	314	397	404	391	441	384	384	397	319	4,512	4,512
	PCA	23	25	26	16	29	41	32	44	28	21	10	12	307	307
	Guest	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rifle		377	360	418	330	426	445	423	485	412	405	407	331	4,819	4,819
Garfield County	Client	143	146	146	131	150	109	110	175	140	170	140	84	1,644	1,644
	PCA	5	8	4	2	4	4	6	11	0	0	0	7	51	51
	Guest	6	0	1	26	0	0	0	0	0	0	0	0	33	33
Garfield County		154	154	151	159	154	113	116	186	140	170	140	91	1,728	1,728
		999	906	989	852	952	949	888	1,129	896	934	920	759	11,173	11,173

Note: Garfield County client passenger type includes food cambro deliveries. Each delivery accounts for one client trip.

RFTA - Garfield County Traveler

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Annualized
2023 - Loaded Miles	Carbondale	172	214	354	139	178	223	205	187	181	184	142	210	2,389	2,389
	Glenwood Springs	1,399	1,281	1,396	1,500	1,431	1,415	1,000	1,222	807	1,058	897	857	14,263	14,263
	New Castle	829	577	517	671	453	397	674	594	696	349	489	410	6,656	6,656
	Silt	44	19	33	81	34								211	211
	Rifle	941	718	827	777	921	1,679	1,712	1,901	1,916	2,142	1,765	1,128	16,427	16,427
	Garfield County	2,422	2,246	1,841	1,767	1,792	1,216	1,197	1,970	1,494	1,623	1,207	711	19,486	19,486
		5,807	5,055	4,968	4,935	4,809	4,930	4,788	5,874	5,094	5,356	4,500	3,316	59,432	59,432

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Annualized
2023 - Loaded Minutes	Carbondale	567	643	903	322	427	489	597	487	409	441	398	546	6,229	6,229
	Glenwood Springs	7,443	7,037	6,875	5,873	6,702	7,411	5,985	6,841	4,309	6,757	5,182	4,645	75,060	75,060
	New Castle	1,989	1,198	1,123	1,403	972	800	993	1,436	1,558	795	1,054	846	14,167	14,167
	Silt	113	67	80	224	87								571	571
	Rifle	5,555	5,531	6,426	5,043	6,708	7,104	7,623	7,456	9,272	6,748	6,738	6,096	80,300	80,300
	Garfield County	5,208	4,828	4,890	3,911	4,022	2,911	3,488	4,133	4,466	3,785	3,471	1,671	46,784	46,784
		20,875	19,304	20,297	16,776	18,918	18,715	18,686	20,353	20,014	18,526	16,843	13,804	223,111	223,111

Loaded Miles = Miles driven with passengers on board / Loaded Minutes = Minutes driven with passengers on board

RFTA - Garfield County Traveler

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Annualized
2023 - Loaded Hours	Carbondale	9.4	10.7	15.0	5.4	7.1	8.1	9.9	8.1	6.8	7.3	6.6	9.1	103.8	103.8
	Glenwood Springs	124.0	117.3	114.6	97.9	111.7	123.5	99.7	114.0	71.8	112.6	86.4	77.4	1,251.0	1,251.0
	New Castle	33.1	20.0	18.7	23.4	16.2	13.3	16.5	23.9	26.0	13.2	17.6	14.1	236.1	236.1
	Silt	1.9	1.1	1.3	3.7	1.4								9.5	9.5
	Rifle	92.6	92.2	107.1	84.0	111.8	118.4	127.0	124.3	154.5	112.5	112.3	101.6	1,338.3	1,338.3
	Garfield County	86.8	80.5	81.5	65.2	67.0	48.5	58.1	68.9	74.4	63.1	57.8	27.8	779.7	779.7
		347.9	321.7	338.3	279.6	315.3	311.9	311.4	339.2	333.6	308.8	280.7	230.1	3,718.5	3,718.5

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023 - Distinct Customers	Carbondale	2	2	2	2	1	1	2	1	1	1	1	2	3
	Glenwood Springs	27	28	25	24	25	26	25	28	26	24	22	24	41
	New Castle	7	6	7	5	5	4	5	6	5	2	5	3	9
	Silt	2	2	1	2	1								3
	Rifle	31	33	31	28	29	31	29	29	33	34	35	33	45
	Garfield County	16	18	16	16	17	16	15	14	14	13	13	13	28
		85	89	82	77	78	78	76	78	79	74	76	75	129

Loaded Hours = Hrs driven w/psg on board / Distinct Customers p/month = Unique customers utilizing the service / YTD distinct customers shows unique YTD customers

RFTA - Garfield County Traveler

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023 - Psg p/Mile	Carbondale	0.02	0.02	0.02	0.01	0.02	0.02	0.02	0.02	0.01	0.02	0.02	0.02	0.02
	Glenwood Springs	0.13	0.12	0.10	0.10	0.11	0.13	0.12	0.15	0.10	0.14	0.15	0.12	0.12
	New Castle	0.03	0.02	0.02	0.02	0.03	0.02	0.02	0.03	0.03	0.02	0.03	0.02	0.02
	Silt	0.03	0.02	0.03	0.02	0.03								0.02
	Rifle	0.14	0.15	0.16	0.13	0.16	0.13	0.13	0.12	0.13	0.12	0.15	0.17	0.14
	Garfield County	0.04	0.04	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03
		0.07	0.07	0.07	0.06	0.08	0.07	0.07	0.08	0.06	0.07	0.08	0.08	0.07

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023 - Psg p/Hour	Carbondale	0.25	0.23	0.19	0.19	0.21	0.21	0.23	0.25	0.19	0.18	0.22	0.17	0.21
	Glenwood Springs	1.26	1.20	1.07	1.10	1.08	1.30	1.17	1.28	1.02	1.18	1.27	1.16	1.17
	New Castle	0.30	0.26	0.26	0.22	0.30	0.22	0.25	0.29	0.40	0.21	0.29	0.20	0.27
	Silt	0.23	0.17	0.24	0.19	0.29								0.21
	Rifle	1.36	1.42	1.36	1.19	1.49	1.37	1.43	1.43	1.36	1.30	1.41	1.47	1.38
	Garfield County	0.38	0.37	0.31	0.36	0.33	0.32	0.32	0.36	0.31	0.35	0.31	0.32	0.34
		0.75	0.74	0.67	0.64	0.77	0.81	0.78	0.80	0.72	0.74	0.79	0.77	0.75

RFTA - Garfield County Traveler

Jurisdiction: Carbondale															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	ADA - Ambulatory	Yes	16	9	4	2			2						33
2023	Non-ADA - Ambulatory	No												2	2
2023	Non-ADA - Ambulatory	Yes	13	18	29	10	16	18	15	15	14	14	11	14	187
			29	27	33	12	16	18	17	15	14	14	11	16	222

Jurisdiction: Glenwood Springs															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	ADA - Ambulatory	No	201	193	204	183	182	170	153	192	118	219	232	183	2,230
2023	ADA - Ambulatory	Yes	47	25	37	28	40	74	49	68	45				413
2023	ADA - Ambulatory Requiring Lift	No	2	5	4	7	4	7	6	14	9	16	10	13	97
2023	ADA - WheelChair	No	75	50	44	29	39	35	28	44	34	30	31	40	479
2023	Non-ADA - Ambulatory	No	31	33	35	30	37	39	34	60	39	47	43	46	474
2023	Non-ADA - Ambulatory Requiring Lift	No							2				2		4
2023	Non-ADA - WheelChair	No	11	10	10	8	8	10	9	6	13	7	4	6	102
			367	316	334	285	310	335	281	384	258	319	322	288	3,799

Note: Statistics only include one-way client trips. Guests and personal care attendants not included in monthly totals.

RFTA - Garfield County Traveler

Jurisdiction: New Castle															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	Non-ADA - Ambulatory	No	34	30	18	33	22	36	39	38	33	25	32	30	370
2023	Non-ADA - Ambulatory	Yes	1		1		1			1	1				5
2023	Non-ADA - WheelChair	No	25	12	18	18	8		2	9	16		2		110
			60	42	37	51	31	36	41	48	50	25	34	30	485

Jurisdiction: Rifle															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	Non-ADA - Ambulatory	No	205	215	221	172	233	253	260	266	268	247	245	203	2,788
2023	Non-ADA - Ambulatory Requiring Lift	No	73	61	74	65	68	70	64	76	37	68	68	52	776
2023	Non-ADA - WheelChair	No	76	59	97	77	96	81	67	99	79	69	84	64	948
			354	335	392	314	397	404	391	441	384	384	397	319	4,512

Note: Statistics only include one-way client trips. Guests and personal care attendants not included in monthly totals.

RFTA - Garfield County Traveler

Jurisdiction: Garfield County															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	ADA - Ambulatory	No		13	9	12	22	21	16	23	23	38	42	20	239
2023	Non-ADA - Ambulatory	No	69	65	71	63	61	39	46	89	77	82	61	36	759
2023	Non-ADA - Ambulatory Requiring Lift	No	46	38	36	32	36	32	36	36	28	36	37	28	421
2023	Non-ADA - WheelChair	No	28	30	30	24	31	17	12	27	12	14			225
			143	146	146	131	150	109	110	175	140	170	140	84	1,644

Jurisdiction: Silt															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	Non-ADA - Ambulatory	No	5	2		4									11
2023	Non-ADA - Ambulatory	Yes		2	4	6	4								16
			5	4	4	10	4								27

Note: Statistics only include one-way client trips. Guests and personal care attendants not included in monthly totals.

RFTA - Garfield County Traveler

Jurisdiction: Carbondale														
Year	Purpose	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	Errands					2			1					3
2023	Medical	29	23	33	12	14	18	15	14	14	14	11	14	211
2023	Wellness		4					2						6
2023	Work												2	2
		29	27	33	12	16	18	17	15	14	14	11	16	222

Jurisdiction: Glenwood Springs														
Year	Purpose	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	Errands	91	69	105	63	62	92	80	110	91	93	88	99	1,043
2023	Medical	76	49	40	33	45	63	30	81	51	61	68	57	654
2023	Wellness	45	26	43	27	33	51	31	60	52	50	62	57	537
2023	Work	155	172	146	162	170	129	140	133	64	115	104	75	1,565
		367	316	334	285	310	335	281	384	258	319	322	288	3,799

Note: Statistics only include one-way client trips. Guests and personal care attendants not included in monthly totals.

RFTA - Garfield County Traveler

Jurisdiction: New Castle														
Year	Purpose	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	Errands	14	9	5	9		4	9	6					56
2023	Medical	15	7	14	9	9		2	10	19	2	5	2	94
2023	Wellness	17	14	10	20	11	18	19	18	20	12	17	16	192
2023	Work	14	12	8	13	11	14	11	14	11	11	12	12	143
		60	42	37	51	31	36	41	48	50	25	34	30	485

Jurisdiction: Rifle														
Year	Purpose	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	Errands	143	137	154	123	113	107	107	106	101	102	154	119	1,466
2023	Medical	80	70	85	47	77	102	73	85	78	58	66	49	870
2023	Wellness	32	33	44	41	67	73	89	114	84	96	56	72	801
2023	Work	99	95	109	103	140	122	122	136	121	128	121	79	1,375
		354	335	392	314	397	404	391	441	384	384	397	319	4,512

Note: Statistics only include one-way client trips. Guests and personal care attendants not included in monthly totals.

RFTA - Garfield County Traveler

Jurisdiction: Garfield County														
Year	Purpose	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	Cambro	28	28	36	32	36	32	36	36	28	36	37	28	393
2023	Errands	8	14	16	13	15	5	4	6	3	2	3	2	91
2023	Medical	24	27	23	21	29	23	14	33	14	14	7	6	235
2023	Wellness	10	6	11	25	24	8	14	17	14	20	14	12	175
2023	Work	73	71	60	40	46	41	42	83	81	98	79	36	750
		143	146	146	131	150	109	110	175	140	170	140	84	1,644

Jurisdiction: Silt														
Year	Purpose	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	Errands					4								4
2023	Medical	2			4									6
2023	Wellness			2										2
2023	Work	3	4	2	6									15
		5	4	4	10	4								27

Note: Statistics only include one-way client trips. Guests and personal care attendants not included in monthly totals.

Year	Jurisdiction	No Show Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	Carbondale	Cancel at Door				1				1					2
	Carbondale	Late Cancel		1	3	2		3		3			2		14
	Carbondale	No Show			1			2							3
	Carbondale			1	4	3		5		4			2		19
	Glenwood Springs	Cancel at Door	4	4	4	1			1		1				15
	Glenwood Springs	Late Cancel	25	20	15	8	8	11	9	12	14	16	11	15	164
	Glenwood Springs	No Show	4	2	8	10	9	11	6	5	1	1	7	6	70
	Glenwood Springs		33	26	27	19	17	22	16	17	16	17	18	21	249
	New Castle	Late Cancel	5	4	3	2	9	3	5	7	4	7	3	1	53
	New Castle	No Show				1	3		1	1				1	7
	New Castle		5	4	3	3	12	3	6	8	4	7	3	2	60
	Silt	Late Cancel	2	1			1								4
	Silt		2	1			1								4
	Rifle	Cancel at Door	2	1	1	1				1	1			2	9
	Rifle	Late Cancel	8	5	14	10	8	6	4	15	9	8	9	11	107
	Rifle	No Show				2	2	2	5	9	2	1	5		28
	Rifle		10	6	15	13	10	8	9	25	12	9	14	13	144
	Garfield County	Cancel at Door			2	2			3		1				8
	Garfield County	Late Cancel	10	4	8	8	3	2	10	3	4	6	4	4	66
	Garfield County	Medical Delay			1										1
	Garfield County	No Show		1	1	2		5	2	2		3	6	3	25
	Garfield County		10	5	12	12	3	7	15	5	5	9	10	7	100
			60	43	61	50	43	45	46	59	37	42	47	43	576

RFTA - Garfield County Traveler

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023 - Denials	Carbondale	0	0	0	0	0	0	0	0	0	0	0	0	0
	Glenwood Springs	0	0	0	0	0	0	0	0	0	0	0	0	0
	New Castle	0	0	0	0	0	0	0	0	0	0	0	0	0
	Silt	0	0	0	0	0								0
	Rifle	0	0	0	0	0	0	0	0	0	0	0	0	0
	Garfield County	0	0	0	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0	0