



RIFLE CITY COUNCIL

REGULAR MEETING

March 19, 2025
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 Joe Carpenter, Councilor Alicia Gresley, Councilor Michael Clancy, Councilor Chris Bornholdt, Councilor Karen Roberts, and Mayor Sean Strode.

Councilor Alicia Gresley moved to excuse Councilor Clint Hostettler from tonight's meeting; seconded by Councilor Michael Clancy.

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

No – None.

Others Present:

City Manager Patrick Waller, City Clerk Alexis Ramirez, City Attorney Jim Neu, Parks & Recreation Director Austin Rickstrew, Procurement & Grant Reporting Manager Iris Trevisano, Community TV/Multimedia Manager Michael Churchill, Planning Director Zach Higgins, Main Street Manager Kim Burner, Civil Engineer Craig Spaulding, Utilities Director Jared Emmert, Natalie Bowman, Lillian Dahlin, and Terry Davis.

PUBLIC COMMENT

No public comment was heard.

CONSENT AGENDA – CONSIDER THE FOLLOWING ITEMS:

- A. Consider Minutes of the March 5, 2025 Regular Meeting
- B. Consider Liquor License Renewal for Brenden Theatre Corporation dba Brenden Rifle 7 Theatres
- C. Consider Liquor License Renewal for Rifle Tequila's Inc., dba Tequila's
- D. Consider Liquor License Renewal for Western Slope Investments dba Wing Nutz Bar and Grill
- E. Consider Conveyance of Cemetery Space
- F. Letter of Support for Middle Colorado Watershed Council Grant Request

Councilor Chris Bornholdt moved to approve Consent Agenda Item A, B, C, D, E, and F; seconded by Councilor Joe Carpenter.

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

No – None.

PUBLIC HEARING

Consider Amending Chapter 16 of the Rifle Municipal Code by Enacting Article XVII on Grading and Erosion of Soil from Residential, Commercial, and Industrial Developments - Ordinance No. 6, Series of 2025 - 1st Reading

Civil Engineer Craig Spaulding and Planning Director Zach Higgins presented a request to consider amending Chapter 16 of the Rifle Municipal Code by enacting Article XVII on grading and erosion of soil from residential, commercial, and industrial developments – Ordinance No. 6, Series of 2025 – 1st Reading. The amendment proposes an ordinance that puts in place a grading permit process as well as erosion and dust control standards. The erosion and dust control standards will apply to all construction activities regardless of the permit. The grading permit will only be warranted for large projects. The erosion and dust control standards essentially stop mud from being tracked onto streets or discharged into waterways. This is already an expectation but is not fully codified. Providing this code makes it easier to provide clear guidelines on how erosion and dust control will be measured and achieved. The grading permit will be for larger projects exceeding 6000 square feet or 50 cubic yards of excavation. The permits will be active

for one year with the ability to extend. Adding erosion and dust control standards provide clear guidelines and protect the City from undue nuisances. A grading permit provides a process for developers to begin excavation with proper review that protects the City and developer. It also provides appropriate sureties to ensure the land is restored, should the development not complete. The fee associated with the permits is \$250.00 to cover review and operations. Both Staff and members of the Planning and Zoning Commission recommend moving forward with the amendments to Chapter 16 of Rifle Municipal Code.

Civil Engineer Craig Spaulding and Planning Director Zach Higgins answered questions for Council.

Councilor Alicia Gresley moved to approve amendment of Chapter 16 of the Rifle Municipal Code by enacting Article XVII on grading and erosion of soil from residential, commercial, and industrial developments - Ordinance No. 6, Series of 2025 on first reading as presented and order it to be published as required by Charter; seconded by Councilor Karen Roberts.

Roll Call: Yes - Chris Bornholdt, Alicia Gresley, Michael Clancy, Karen Roberts, Joe Carpenter, and Sean Strobe.

No – None.

REGULAR AGENDA

Consider the Appointment of Lillian Dahlin to the Rifle Housing Authority Board

Executive Director of Rifle Housing Authority Natalie Bowman and Lillian Dahlin presented a request to consider the appointment of Lillian Dahlin to the Rifle Housing Authority Board. Lillian Dahlin has applied to be on the Rifle Housing Authority Board to fill the current vacancy. The Rifle Housing Authority Board has recommended her appointment to the Board.

Councilor Alicia Gresley moved to approve the appointment of Lillian Dahlin to the Rifle Housing Board; seconded by Councilor Michael Clancy.

Roll Call: Yes - Joe Carpenter, Michael Clancy, Karen Roberts, Chris Bornholdt, Alicia Gresley, and Sean Strobe.

No – None.

Consider Authorizing the City Manager to Sign the CDOT Bridge Joint Agreement - Resolution No. 7, Series 2025

Civil Engineer Craig Spaulding presented a request to consider authorizing the City Manager to sign the Colorado Department of Transportation Bridge Joint Agreement – Resolution No. 7, Series of 2025. The Railroad Avenue Bridge was part of the Colorado Department of Transportation devolution that made the surface of the road the responsibility of the City and the bridge remained the responsibility of Colorado Department of Transportation. For many years, the City has requested repairs to the bridge joints to allow repairs to the surface. As the joint repairs are deferred, the overlay has been as well. The City has posted and awarded a contract for the overlay and the bridge joint repair. The requested agreement states that the City will be reimbursed for the bridge joint repairs, which are the responsibility of Colorado Department of Transportation. The total cost of the bridge joint repair and overlay project is \$1,116,592. The portion of the total cost that is specifically for the repair of bridge joints is \$153,205, which will be reimbursed by Colorado Department of Transportation to the City. Staff recommends pursuing this agreement with the Colorado Department of Transportation in order to receive the reimbursement.

Civil Engineer Craig Spaulding answered questions for Council.

Councilor Chris Bornholdt moved to approve Resolution No. 7 Series 2025 to allow the City Manager to sign CDOT Bridge Joint Reimbursement Agreement; seconded by Councilor Alicia Gresley.

Roll Call: Yes - Joe Carpenter, Michael Clancy, Alicia Gresley, Chris Bornholdt, Karen Roberts, and Sean Strobe.

No – None.

Consider Authorizing the City Manager to Sign an MOU for the Land Exchange and Park & Ride Development

Civil Engineer Craig Spaulding presented a request to consider authorizing the City Manager to sign a Memorandum of Understanding for the land exchange and Park & Ride development. This land exchange has been approved in a previous Memorandum of Understanding as well as an approved subdivision. The former Memorandum of Understanding has expired and has now

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been revised. The final product places the Park & Ride in the back of the Rifle Depot and exchanges the existing Park & Ride to be developed. The presented Memorandum of Understanding achieves the same land exchange as previously discussed with minor changes to the process. A review has been performed by all necessary parties and staff recommends the approval of this Memorandum of Understanding, as it is critical to completing the Land Exchange and Park & Ride Improvements Project. The existing Park & Ride is maintained by the City of Rifle. The new Park & Ride will be larger but in better condition, making maintenance less of a priority initially. The labor and maintenance described in the requested Memorandum of Understanding is included in the 2025 Budget and has also been awarded a Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant in the amount of \$2,742,472.48.

Civil Engineer Craig Spaulding answered questions for Council.

Councilor Alicia Gresley moved to allow the City Manager to sign Memorandum of Understanding for Land Exchange and Development of Park & Ride; seconded by Councilor Karen Roberts.

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

No – None.

Consider Approving DOLA Energy and Mineral Impact Fund (EIAF) Grant for Penwell Phase 1 - Resolution No. 6, Series of 2025

Procurement and Grant Reporting Manager Iris Trevisano presented a request to consider approving Department of Local Affairs Energy and Mineral Impact Fund grant for Penwell Phase 1 – Resolution No. 6, Series of 2025. The water transmission line extending from the Water Plant to the Deerfield Tank Complex transports all water used by the City of Rifle. It is the original transmission line from the Graham Mesa Water Plant and a portion of it is the original raw water line that has been repurposed as the transmission line. This is the raw water line that was replaced in 2019 after its break resulted in Rifle not having water until repaired. The original transmission line runs through narrow easements in residential areas, leaving inadequate space to replace on the same alignment. The new alignment will extend along Birch Avenue, 16th Street, and Graham Mesa Ave. The project will replace a deteriorating water transmission line with a 24-inch diameter HDPE or C900 transmission line, along with a section of an 8-inch distribution main on Birch Avenue between Dogwood and Cactus Court. Due to the significant roadway disturbance, the project will be completed in two phases, including the replacement of all affected roadways, sidewalks, curbs, and gutters to create complete streets. The line was identified as a priority in the 2020 Water Master Plan. The design of the project has been previously approved by City Council. The construction portion of the project will be put out to bid following standard Rifle Municipal Code procurement procedure. This resolution will also authorize staff to apply for a \$1,000,000 Energy and Mineral Impact Fund grant to support Phase 1 of the project. Staff recommends the approval of the Department of Local Affairs Energy and Mineral Impact Fund grant for Penwell Phase 1.

Procurement and Grant Reporting Manager Iris Trevisano answered questions for Council.

Councilor Alicia Gresley moved to approve Resolution No. 6 Series of 2025, to allow the City Manager to submit the grant application to EIAF, sign the grant agreement and to expend the funds necessary to meet the terms of the grant not to exceed \$1,000,000; seconded by Councilor Chris Bornholdt.

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

No – None.

Consider Approval for the Purchase of New Flooring and Installation Services for Parks Building

Parks and Recreation Director Austin Rickstrew and Procurement and Grant Reporting Manager Iris Trevisano presented a request to consider approval for the purchase of new flooring and installation services for the Parks building. The Parks Maintenance Facility is nearly twenty years old, and the flooring is starting to show significant wear. After assessing the current flooring condition, it was decided to replace the carpet and deteriorating flooring with luxury vinyl tile planks throughout the building. The advantages of luxury vinyl tile include lower cost, better scratch resistance, and waterproof performance. A Request for Bids was issued, and staff received a single response from AG Flooring, LLC. The project is within budget, as \$35,000 was

allocated for it in the 2025 budget. AG Flooring, LLC previously replaced the flooring at the City's Justice Center last year with good results; therefore, staff recommends awarding this project to AG Flooring, LLC.

Parks and Recreation Director Austin Rickstrew and Procurement and Grant Reporting Manager Iris Trevisano answered questions for Council.

Councilor Alicia Gresley moved to approve the purchase of new flooring and installation services from AG Flooring, LLC in the amount of \$30,057.10; seconded by Councilor Karen Roberts.

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

No – None.

Consider Approval for the Purchase of Special Event Street Closure Barricades and Signage

Main Street Manager Kim Burner and Procurement and Grant Reporting Manager Iris Trevisano presented a request to consider approval for the purchase of special event street closure barricades and signage. Due to the lack of cost-effective road safety closure options in the area and the City's continued expansion of special events, purchasing road closure equipment will provide the city with the opportunity to assist as needed. Events such as Hometown Holiday and Third Thursday on Third require signage and barricades for road closures. After consulting with the Parks and Recreation Department, which also hosts special events, and the Operations and Maintenance Streets crew, who manage road closures for both construction and events, it was determined that 69 signs, 5 barricades, and 200 cones are needed for year-round traffic control in the City. Staff recommends using Safety and Construction Supply-Rifle as the supplier for the requested purchases. Staff is proposing the purchase of these barricades and signage for a total of \$22,529.45. In the past, the City hired a local traffic control company for street closures during special events, however, last year the company closed with no alternative companies in the area. These signs were not included in the 2025 Budget, but the purchase can be made from the reserve funds from the Visitor Improvement Fund. If approved by Council, a supplemental budget request will be completed later this year.

Main Street Manager Kim Burner and Procurement and Grant Reporting Manager Iris Trevisano answered questions for Council.

Councilor Chris Bornholdt, moved to approve the purchase of Special Event Street Closure signage for \$22,529.45 from Safety and Construction Supply-Rifle; seconded by Councilor Karen Roberts.

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

No – None.

Consider Approving IGA to Participate as a Member of the Intermountain Transportation Planning Region of Colorado - Resolution No. 8 Series of 2025

Planning Director Zach Higgins presented a request to consider approving IGA to participate as a member of the Intermountain Transportation Planning Region of Colorado – Resolution No. 8, Series of 2025. The Intermountain Transportation Planning Region helps establish the Statewide Transportation Improvement Program (STIP). This federally required program and plan prioritizes funding at the State level and makes projects eligible for federal funding. Colorado Department of Transportation also uses Intermountain Transportation Planning Region to prioritize their own regional spending. Projects identified on the Intermountain Transportation Planning Region priority list also have more viability for alternative grant funding where available. The Intermountain Transportation Planning Region is formalizing its partnerships with counties and municipalities by requiring the requested Intergovernmental Agreement to be signed in order to participate in a voting capacity. The Intermountain Transportation Planning Region has no dues and does not anticipate having dues in the future. Being a member of Intermountain Transportation Planning Region allows Rifle to vote on the region's transportation priorities, add any Rifle requests to the regional discussion, and helps prioritize Colorado Department of Transportation funding for the region. Staff recommends moving forward with the Intergovernmental Agreement allowing City of Rifle to participate as a member of the Intermountain Transportation Planning Region of Colorado.

Planning Director Zach Higgins answered questions for Council.

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Councilor Alicia Gresley moved to approve Resolution No. 8 Series of 2025 to approve the Intergovernmental Agreement for membership in the Intermountain Transportation Planning Region of Colorado; seconded by Councilor Chris Bornholdt.

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

No – None.

Consider Letter to the State of Colorado Regarding Transfers of Local Government Severance Tax Funds to the State General Fund

City Manager Patrick Waller presented a request to consider a letter to the State of Colorado regarding transfers of Local Government Severance Tax Funds to the State General Fund. Several City of Rifle capital projects have been supported by Energy Impact Assistance Fund (EIAF) grants. The direct distribution of funding that the City receives is an important revenue source for the City. The Local Government Severance Tax Fund was established to support communities impacted by resource extraction activities, including oil and gas development. A portion of the severance tax fund has historically been used to fund the Energy Impact Assistance Funds grants administered by the Department of Local Affairs. These grants have been used to fund significant City of Rifle capital projects including the Railroad 5th-9th project (\$1,000,000), the 5th and Ute project (\$200,000), and a \$2,000,000 contribution to the Water Plant Construction. The State of Colorado has begun to regularly transfer money from the Local Government Severance Tax Funds to address budget shortfalls in the State's General Fund, which will result in a decrease in funding for Energy Impact Assistance Fund grants. The transfer of this money to the State's General Fund would have an outsized impact on future capital construction projects in the City. The requested letter is addressed to our local State House Representatives to identify the important role that Energy Impact Assistance Fund grants play in the City of Rifle's capital construction projects.

City Manager Patrick Waller answered questions for Council.

Councilor Chris Bornholdt moved to approve sending the letter to State Representatives regarding the transfer of Local Government Severance Tax Funds to the State General Fund; seconded by Councilor Alicia Gresley.

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

No – None.

Report to City Manager

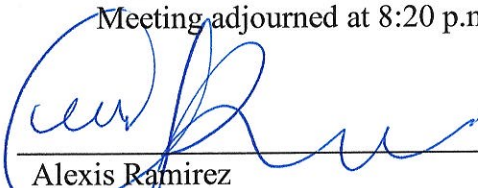
Reports were heard from City Manager Patrick Waller and City Attorney Jim Neu.

Comments from Mayor and Council

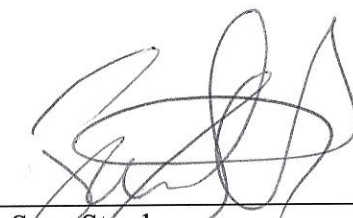
Comments were heard from Councilor Michael Clancy, Councilor Alicia Gresley, and Councilor Jo Carpenter.

Adjournment

Meeting adjourned at 8:20 p.m.


Alexis Ramirez
City Clerk




Sean Strode
Mayor