



CITY COUNCIL

WORKSHOP AND REGULAR MEETING AGENDA

June 4, 2025

7:00 PM

202 Railroad Avenue, Rifle, CO 81650

6:00 PM - Workshop Meeting

Discussion and Review

- a. Presentation from Boards of Cooperative Educational Services (BOCES) Regarding a Tiny Home Construction Learning Facility
- b. Information Technology Update

7:00 PM - Regular Meeting

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Comment** *(Maximum time permitted for Public Comment is 3 minutes per person)
*(Reserved for general comments or items on the agenda that are not a public hearing)
5. **Consent Agenda**
 - 5.a. Consider Minutes of the May 21, 2025 Regular Meeting
 - 5.b. Consider Liquor License Renewal for Western Slope Chicken, LLC dba Wingchesters
6. **Action, if any, on Workshop Items**
7. **Presentation**
 - 7.a. Middle Colorado Watershed Council - Rifle Creek Restoration Project
8. **Regular Agenda**
 - 8.a. Consider Purchase Order for 2025 Older Adult Program 7 Party MOU
 - 8.b. Consider Awarding Bid to Collab Architecture for the Rifle Field House Feasibility Study
9. **Administrative Reports**

9.a. Report to City Manager

10. Comments from Mayor and Council

11. Adjournment

ACCESSIBILITY STATEMENT

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

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



Agenda Item #a.

Agenda Item Name:

Presentation from Boards of Cooperative Educational Services (BOCES) Regarding a Tiny Home Construction Learning Facility

Presenter:

Mark Gregory
Zach Higgins, Planning Director

Item Description:

Workshop Presentation

Recommended Action:

Discussion only, no action is required.

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

Mark Gregory from BOCES will present to the City Council regarding a potential Covered Concept Structure on the City's UMTRA site adjacent to the Habitat for Humanity facility. The structure will be utilized by Coal Ridge, Rifle, and Grand Valley High School students to learn construction through building tiny homes. They are looking to have a 100X100 parcel with a 40X30 structure on it.

Notification Requirements:

N/A

Prepared By:

Zach Higgins, Planning Director

Attachments:

1. Innovation Way- EPIC Development- EPIC CTE @ Colorado River BOCES)



Innovation Center Development Proposal:

Tiny Home Relocation & Expansion of Services





HISTORY

- EPIC Beginnings: so it began . . .
- Colorado River BOCES (many departments, the octopus of BOCES)
- EPIC [Vision & Mission](#)
- Grants, Donations, & Membership
- Be innovative





EPIC Overview

Four main areas EPIC is supporting Educators:

- CTE Support & Professional Development
- CTE Programming
- Distance Learning
- Work Based Learning (WBL)
 - [Link to EPIC programming overview.](#)





[TINY HOME: FOR SALE \(link\)](#)

Program Explained

EPIC provides a variety of CTE programming for students throughout the region including Construction, Cybersecurity, Computer Science, Aviation, Auto Mechanics, Advanced Manufacturing and many others. All EPIC Pathways include durable skills, safety, and engaging learning experiences.

EPIC Construction Pathways featuring tiny homes:

- 7 locations with 150 students engaged(goal)
- Industry engagement
- Schools and community engagement
- First Time Buyer housing: [PBS segment video](#) / [script](#)
- Industry recognized credentials (HBI and/ or NCCER)
- Applied math credits
- Direct Classroom Coaching & Build Support
- Sustainable pathway
- Heavy equipment simulator trailer (HEST)



Photo: 2024/04/04

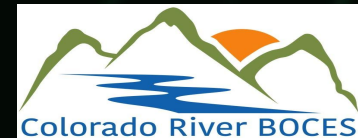




Colorado River Valley Tiny Home Build

- Situation/ Problematic Need
 - Location change needed
 - Access- geographically
 - Flexibility- scheduling
 - Demographic Shifts- schools
 - Better concurrent enrollment alignment
 - Open day programming
 - Site (approximately 100 square ft x 100 square feet) will NOT include any excavation work, only leveling and reassembly of covered concept/Alaskan Structures
 - Electrical needed

- Solution/ Proposal
 - Establishment of EPIC lease of space near Habitat for Humanity's modular build site
 - Benefits include:
 - Development of space
 - More traffic
 - Adjoining partnerships and co-grant writing
 - GCFMLD structure
 - Potential Tiny Home Sale Center





Pre-Supplied Questions

1. What does the covered concept look like?
2. How much land is being requested?
3. What is the length of use?
4. Who is it for/ primary beneficiaries?
 - a. Secondary beneficiaries?
5. What infrastructure will be needed?
6. Estimated time for providing services?

1. While the structure is available in previous slides, [here is another video to showcase the covered concept structure](#). Our estimate is that approximately ½ acre will more than cover storage, parking (if needed), and the build site. The structure is 30' x 45', so at least 35' x 50' is required. It is about 20' at its tallest. Side panels can be printed on to showcase the location and effort: [informational plans](#).
3. The hope is that this could become a permanent home, but all site structures are mobile. A 3 year lease would allow for all parties to develop and ascertain effectiveness and future viability.

4. The primary beneficiaries are students in the Skilled Trades CTE pathway. Secondary beneficiaries are Habitat for Humanity, in-kind industry partners, Town of Rifle, and Colorado Mountain College.
5. The only infrastructure need would be electric. All others would share from Habitat's site as completed.
6. At this point the goal is to have an agreement soon so that students can come for the springs semester 2026. Schools will need the offering for registration by September 2025.





Skills USA & CTSO Support

- Join our charter for CTE State compliance
- Establish your own charter
- Unlock member CTSO supports

Related Programming . . .

HEST (Heavy Equipment Simulator Trailer) & Sim's

- Features exposure to in-demand and limited opportunities pathway.
- Industry partner connections
- Sustainable pathway





Key Participants & Communication Lines

**Educational Pathways
to Innovative Careers**

- ★ **Leon Handhardt: Executive Director (July 2025), Colorado River BOCES**
 - lhanderdt@crboces.org
- ★ **Mark Gregory: CTE Coordinator & CTE Coach, EPIC @ Colorado River BOCES**
 - mgregory@crboces.org
- ★ **Nicolette DiPietro: Project Outcome Evaluator & CTE Coach, EPIC @ Colorado River BOCES**
 - ndipietro@crboces.org
- ★ **Camron Wyatt: CTE Pathways Industry Coach, EPIC @ Colorado River BOCES**
 - cwyatt@crboces.org
- ★ **Rebecca “Becky” Wyatt: CTE Work-Based Learning (WBL) & CTE Coach, EPIC @ Colorado River BOCES**
 - rw Wyatt@crboces.org
- ★ **Leigh McGown: CTE Pathways Coach, Yampah Mtn. High School**
 - lmcgown@ymhs.org
- ★ **Mike Lowe: CTE Fundraising Liaison & Alternative School Coach EPIC @ Colorado River BOCES**
 - mlowe@crboces.org



Deck
code





Social Media & Internet

- EPIC online
 - www.pathwaycenter.org
 - epicopportunities.org
- EPIC Digest (newsletter) enrollment
 - <https://mailchi.mp/56dc2b40fafd/epic-newsletter>
- Facebook
 - “Educational Pathways to Innovative Careers”
- Instagram
 - “epicpathwaycenterco”
- Donate now!
 - https://www.paypal.com/donate/?hosted_button_id=PV64Y63TZBEDS





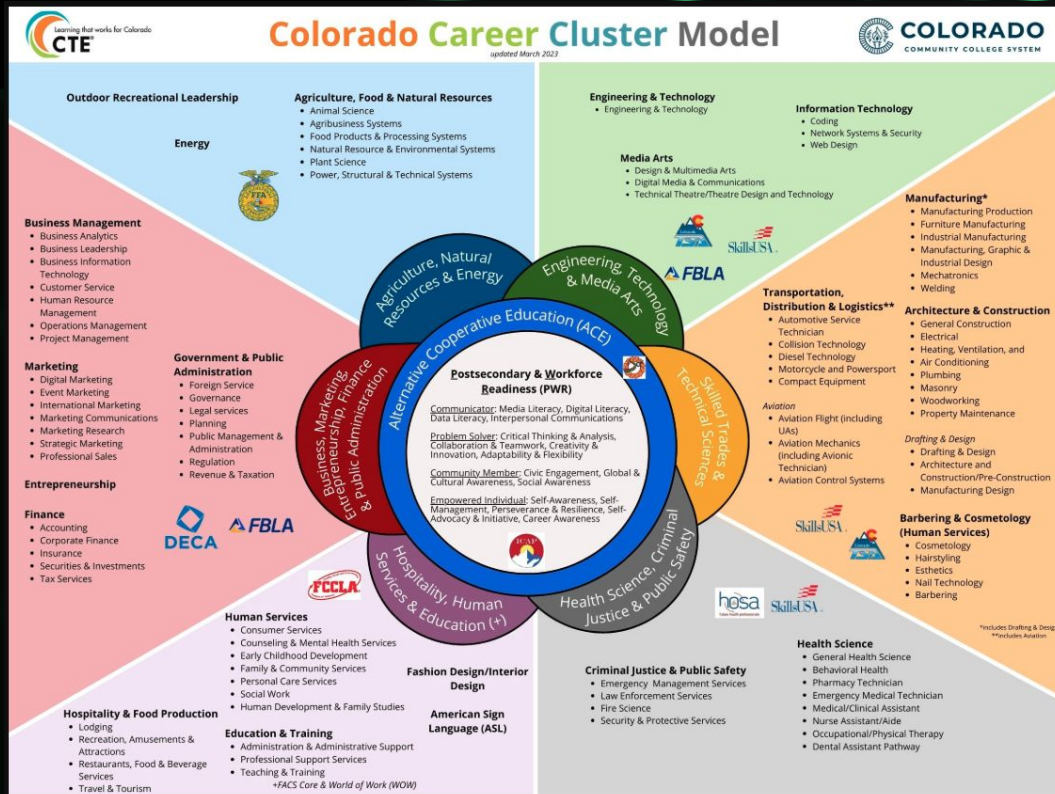
Questions: Q & A





Educational Pathways to Innovative Careers

CTE, what?





CTE Support & PD

EPIC provides a variety of CTE supports for member districts & Professional Development opportunities for all in our region.

- Consortium support
- Gateway assistance
- Programming design
- Support grants & stipends
- Consultations & Connections
- Templates for WBL: MOU, Liability, Waivers, etc.
- Authorization facilitation
- ICAP assistance
- Paid IT/ CS teacher courses with MindSpark
- Adam's State University credit
- Continuing education credits
- Individualized school or district partnerships
- Educator CPR & First Aid
- Regional & State reminders: [Join our digest!](#)





Programming cont...

EPIC Cybersecurity Pathways “Cyber Crews”

- First EPIC Pathway started in 2021
- 45-60 students engaged annually
- 0 hour class provides flexibility
- Gamified Learning (TryHackMe, CyberPatriot)
- Industry credentials earned (IT Fundamentals, TestOut, Python, etc...)
- Industry partner connections (presenters)
- Sustainable pathway





Apex Flight Academy Ground Operator Course

- Open to Roaring Fork School District students and Aspen High students

Aviation Sim:

- Features exposure to in-demand and limited opportunities pathway.
- Industry partner connections
- Sustainable pathway

Join our afterschool
Aviation Class!

Take flight in our state of the art Aviation simulator, and see what it's like being a real pilot!

About this course:

- Learn about aircraft aerodynamics, aviation weather, navigation charts, airport operations and more!
- This course will provide foundational knowledge you will need to become private pilots
- Learn from a former flight instructor
- Designed to prepare you for the FAA Private Pilot written exam
- Learn on a real flight simulator

Discover a new career pathway as a pilot or drone pilot and take your first steps to becoming a licensed pilot!

Classes will run every Wednesday from January 22nd to May 29th from 4:00pm to 6:00pm and will be blended between online and in person at Aspen School District's simulator.

ASPEN SCHOOL DISTRICT

EPIC Educational Pathways to Innovative Careers

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Distance Learning

EPIC's partnership with the Colorado Digital Learning Solutions (CDLS)

- Providing students with CTE courses through CDLS*
- Introductory courses providing exposure to new industries
- Foundational skills learned at the schools prior to WBL experiences
- CTE Certified Teachers providing 60 courses
- <https://www.coloradodls.org/cte>

* Available for free to Colorado River BOCES member schools while scholarships last; applicable fees for all other districts.



Work Based Learning



COLORADO'S WORK-BASED LEARNING CONTINUUM

Work-based learning is a continuum of activities that occur, in part or in whole, in the workplace, providing the learner with hands-on, real world experience.

LEARNING ABOUT WORK

Career awareness and exploration helps individuals build awareness of the variety of careers available and provides experiences that help inform career decisions.

- Career Counseling
- Career Planning
- Career Fairs
- Career Presentations
- Industry Speakers
- Informational Interviews
- Mentoring
- Worksite Tours
- Project-based Learning

LEARNING THROUGH WORK

Career preparation supports career readiness and includes extended direct interaction with professionals from industry and the community.

- Clinical Experiences
- Credit-for-work Experiences
- Internships
- Pre-apprenticeship
- Industry-sponsored Project
- Supervised Entrepreneurship Experience

LEARNING AT WORK

Career training occurs at a work site and prepares individuals for employment.

- Apprenticeship
- On-the-job Training
- Employee Development





Work Based Learning

EPIC supports a variety of CTE WBL (work -based learning) opportunities for schools, students, and local industry.

- State program resources and perks: ILOP
- WBL manual with templates
- Tier I opportunities
- ICAP crosswalk
- Pilot programming opportunities
- Dozens of regional Tier II WBL opportunities: internships
- Coordination with Colorado Workforce Center & Division of Vocational Rehabilitation
- Recruitment and publicity
- Pre-screening
- Grant co-writing
- Advisory board membership
- Program Development





Career Confluence



EPIC was selected by the regional Career Connected Committee via Aspen Community Foundation's Career Exploration Network to facilitate a regional career and college exploration and readiness HUB (landing page) and management platform (via WBL 360.)

- [Overview Deck](#)
- [Registering an Industry Partner guide](#)
- Career Confluence: www.careerconfluence.org
- [WBL 360 landing page](#) : Log-in for eligible users
- [WBL Opportunities, public postings](#)
- Let's schedule a time to meet: Becky Wyatt rwyatt@crbocs.org, EPIC WBL Coach or Mark Gregory mgregory@crboces.org, EPIC CTE Coordinator

CareerConfluence





Next Steps . . .

- 1) Schedule site visits from your local CTE Coach:
 - a) Nicolette - ndipietro@crboces.org (RE2 schools)
 - b) Scott - scooper@crboces.org (De Beque schools)
 - c) Mark- mgregory@crboces.org (ASD, RE1, D-16)
- 2) Schedule WBL trainings with Becky - rwaytt@crboces.org
- 3) Invite CTE Coaches to participate or facilitate CCR, ICAP, or WBL presentations/ guest speakers.
- 4) Look for ways to promote CTE.
- 5) Connect students to WBL opportunities.
- 6) Advertise opportunities to students, parents, and staff.
- 7) Take advantage of current programming and shape future offerings.





EXTRA SLIDES





Programming: YMHS

Yampah Mtn. HS (YMHS) is an alternative high school within the Colorado River BOCES.

- Flexible and creative staff always willing to pilot new EPIC Pathways
- EPIC-YMHS Pathways Coach added last SY
- Aviation simulator
- REBOUND
- Teen - Parent Programming
- HAVOC Skate Company: entrepreneurial, business minded, innovation





Work Based Learning

The EPIC Internship Model for Tier II (year 1):

- 2 semester WBL course, typically
- Semester 1
 - Durable &/ or PWR skills
 - Pre-screener
 - Supported job shadowing & pre-internship
- Semester 2
 - Learning on the job
 - Paid
 - Opportunity for apprenticeship crosswalk





Agenda Item #b.

Agenda Item Name:

Information Technology Update

Presenter:

Kelly Thompson, IT Director

Item Description:

Update on status of IT projects for 2025

Recommended Action:

Discussion only, no action is required.

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

IT Director Kelly Thompson will provide updates on completed and upcoming projects for the IT Department in 2025.

Notification Requirements:

N/A

Prepared By:

Kelly Thompson, IT Director

Attachments:

1. IT Update 2025H1



IT UPDATE 2025H1

6/4/2025

IT STRATEGY AND GOALS



■ I. Vision:

- To be the trusted and approachable technology partner for the City of Rifle, empowering users through proactive, helpful, and efficient IT services.

■ II. Mission:

- Provide reliable, secure, and innovative technology solutions that support City of Rifle's goals.
- Deliver exceptional customer service, characterized by empathy, patience, and clear communication.
- Foster a collaborative and supportive environment within the IT team and with users.
- Continuously improve our services and processes based on user feedback and industry best practices.

IT STRATEGY AND GOALS



■ Core Values:

- **Helpfulness:** We prioritize assisting users and going the extra mile to resolve their issues.
- **Approachability:** We strive to be friendly, accessible, and easy to communicate with.
- **Expertise:** We maintain a high level of technical competence and share our knowledge willingly.
- **Integrity:** We act with honesty, transparency, and accountability in all our interactions.
- **Innovation:** We embrace new technologies and find creative solutions to improve our services.

2025 UPDATES AND COMPLETED PROJECTS



- MDT Rollout – Dell to Panasonic
- Zoom Phone switchover
- Hosted Exchange
- Re-launch of IT Steering Committee to include one member from every department
- Monthly weak password tests
- Access Control Upgrades at Parks and PD
- Switch Replacement 75% Complete
 - Bulk Water (switch and cameras)
- Waste Water
- O&M
- Parks
- Ute Theater
- Ute Security Camera Monitoring Stations
- Upgraded Zoom Phones for Court
- AutoElevate Rollout (Demo)

AUTOELEVATE STATS



For City of Rifle ▾ in the last **30 days** ⓘ ...

There were **141 UAC events** recorded in total, **18 company rules** and **4 global rules** were defined and **applied to 24 events**.

There were **9 hours** of technician time ⓘ **saved**, and **34 ticket** responses that were **automated**.

Q1 HELPDESK TICKET STATS:

TOTAL TICKETS: 322



Tickets Created Per Day

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
67	91	60	54	44	3	3

Resolution Time

Mean Time to Resolve	14 Days 10 Hours 27 Minutes	One Touch Resolution	41.667%	First Response Time	4 Days 10 Hours 49 Minutes
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Tickets / Resolution Time

0-5 Hours	5-24 Hours	1-7 Days	7-30 Days	More than 30 days
37%	10%	29%	14%	10%

2025 UPCOMING PROJECTS



- Switch replacements to complete:
 - Water
 - PD
- Wireless APs (still awaiting arrival)
- East-West Firewalls
- High Availability File Server Rollout
- Additional Zoom Rooms
- 2025 Project Planner

2026 BUDGET ITEMS



- Technology Items under consideration for 2026 Budget
 - SAN Replacement
 - City Hall UPS Battery Replacements

OPEN DISCUSSION / Q&A



- Questions?



Thank
You



Agenda Item #5.a.

Agenda Item Name:

Consider Minutes of the May 21, 2025 Regular Meeting

Presenter:

Alexis Ramirez, City Clerk

Item Description:

Consider Minutes of the May 21, 2025 Regular Meeting

Recommended Action:

Move to approve the minutes of the May 21, 2025, 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 May 21, 2025, Regular Meeting

Notification Requirements:

N/A

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. 05.21.2025 DRAFT Minutes



RIFLE CITY COUNCIL

REGULAR MEETING

May 21, 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 Chris Bornholdt, Councilor Michael Clancy, Councilor Alicia Gresley, Councilor Karen Roberts, Councilor Clint Hostettler, and Mayor Sean Strode.

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, Civil Engineer Craig Spaulding, Utility Director Jared Emmert, Senior Planner Geir Sverdrup, Community Development Director Zach Higgins, Police Lieutenant Mike Kuper, Main Street Manager Kim Burner, Chair of the Lift-Up Board Tricia Aragon, Logistics & Warehouse Manager of Lift-Up Samantha Heald, Owner of Human Service Innovations John Dougherty, and Co-Director of Uproot Colorado Rita Hennigan.

PUBLIC COMMENT

No public comment was heard

CONSENT AGENDA – CONSIDER THE FOLLOWING ITEMS:

- A. Consider Minutes of the May 7, 2025 Regular Meeting
- B. Consider the Reappointment of Annick Pruett to the Greater Rifle Improvement Team (GRIT) Advisory Board
- C. Consider the Greater Rifle Improvement Team (GRIT) Event Grant Application from the Joint Organization Leading Transition and North Park Arts Council

Councilor Clint Hostettler moved to approve Consent Agenda Items A, B, and C; seconded by Councilor Chris Bornholdt.

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

No – None.

PRESENTATION

Lift Up - Food Instability in the Region

Chair of the Lift-Up Board Tricia Aragon and Logistics & Warehouse Manager of Lift-Up Samantha Heald provided a presentation regarding the food crisis and food insecurity in the region. Lift-Up is a leader in providing equitable food security for individuals and families from Parachute to Aspen. Lift-Up provided several programs that contribute to a goal of ending

hunger in the region. In the last three years, there has been a 138% increase in use of Lift-Up services related to food programs, while there has been a significant decrease in donations. Lift-Up is part of the Mountain Coalition for Food and Nutrition Security, which also consists of other organizations and supporters including Food Bank of the Rockies, Harvest for Hunger, Eagle Valley Community Foundation, Valley Meals & More, Garfield County Public Health, West Mountain Regional Health Alliance, and Pitkin, Eagle, and Garfield County Human Services. The presentation provided also included the 2023-2026 Strategic Plan for Lift-Up.

Chair of the Lift-Up Board Tricia Aragon and Logistics & Warehouse Manager of Lift-Up Samantha Heald answered questions for Council.

PUBLIC HEARING

Consider Amending Chapter 16 of the Rifle Municipal Code to Define the Comprehensive Plan and Set Procedures for Amendments to the Comprehensive Plan - Ordinance No. 8, Series of 2025 - 1st Reading

Senior Planner Geir Sverdrup presented a request to consider amending Chapter 16 of the Rifle Municipal Code to define the Comprehensive Plan and set procedures for amendments to the Comprehensive Plan – Ordinance No. 8, Series of 2025 – 1st Reading. The City Council adopted the Comprehensive Plan on December 18, 2019. When the Comprehensive Plan was adopted in 2019, it stated that the plan should be updated at least every five years and that a process should be created to address tier changes. Ordinance No. 8, Series of 2025 creates a formal procedure to satisfy those needs and to amend the Comprehensive Plan. Notification requirements for a public hearing have been executed.

Senior Planner Geir Sverdrup answered questions for Council.

Councilor Clint Hostettler moved to approve amendment of Chapter 16 of the Rifle Municipal Code to define the Comprehensive Plan and set procedures for amendments to the Comprehensive Plan – Ordinance No. 8, Series of 2025 on first reading a presented and order it to be published as required by Charter; seconded by Councilor Alicia Gresley.

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

No – None.

REGULAR AGENDA

Consider Awarding Bid to Arctic Cooling and Heating for the Parks Building HVAC Project

Parks & Recreation Director Austin Rickstrew and Procurement & Grant Reporting Manager Iris Trevisano presented a request to consider awarding bid to Arctic Cooling and Heating for the Parks Building HVAC Project. The HVAC system in the Parks Department building has been deteriorating for several years and is now in critical need of replacement. For the past 3 to 4 years, the system has experienced consistent failures, requiring ongoing patchwork repairs to keep it marginally operational. The system has failed over the last year and a half, leaving staff without reliable heating, ventilation, or air conditioning. As a temporary measure, staff has relied on space heaters and portable air conditioning units to maintain minimal comfort levels. A full system replacement is now necessary to restore climate control, improve energy efficiency, and ensure a safe, functional environment for staff and operations in the future. A Request for Proposals for the HVAC replacement was posted on March 25, 2025. A mandatory site visit was

held on April 2, 2025, to allow interested contractors to assess the building and system requirements. Bids were received from two qualified contractors: Arctic Cooling and Heating, and Bellyache Mechanical. Following a thorough review by the project team and the mechanical engineering firm hired to design the system, staff recommends awarding the contract to Arctic Cooling and Heating, due to aligning with the design specifications and offering the best value. This project was included in the 2025 Budget in the amount of \$200,000.

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

Councilor Alicia Gresley moved to award the Parks Building HVAC Project bid to Arctic Cooling and Heating in the amount not to exceed \$200,000; seconded by Councilor Karen Roberts.

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

No – None.

Consider Awarding Bid to Gould Construction, Inc. for the Penwell Transmission Waterline Replacement Project

Civil Engineer Craig Spaulding, Utility Director Jared Emmert, and Procurement & Grant Reporting Manager Iris Trevisano presented a request to consider awarding bid to Gould Construction, Inc. for the Penwell Transmission Waterline Replacement Project. 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. The line was identified as a priority in the 2020 Water Master Plan. The pipe walls were measured in 2024 and found to be extremely thin, justifying the priority. A Request for Proposals was posted on April 1, 2025 and closed on May 13, 2025. Five bids were received, all from qualified firms within the Western Slope area. Gould Construction, Inc. was the lowest qualified bidder within the engineers' estimates and staff recommends selecting them for the Penwell Transmission Waterline Replacement Project. This project was partially budgeted for in 2025. During the 2025 Budget development process, staff anticipated that the project was going to take three years. Since that time, the timeframe has been decreased to two years. A supplement may be required depending on project expenditures in 2025. City of Rifle has received \$500,000 in grant funding from the Federal Mineral Lease District to support the project.

Civil Engineer Craig Spaulding, Utility Director Jared Emmert, and Procurement & Grant Reporting Manager Iris Trevisano answered questions for Council.

Councilor Clint Hostettler moved to award bid to Gould Construction, Inc. for the Penwell Transmission Waterline Replacement Project in an amount not to exceed \$8,513,394.38; seconded by Councilor Alicia Gresley.

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

No – None.

Consider Letter of Support for the Department of Local Affairs (DOLA) Administrative Grant Request

Parks & Recreation Director Austin Rickstrew and Procurement & Grant Reporting Manager Iris Trevisano presented a request to consider a letter of support for the Department of Local Affairs Administrative Grant request. The South Rifle Master Planning process aims to create a community-driven vision for transforming underutilized land into a passive-use park that preserves its natural character while offering a variety of recreational opportunities. The plan will emphasize accessibility, environmental stewardship, and long-term sustainability, with proposed amenities including multi-use trails, picnic areas, a disc golf course, nature play spaces, and interpretive features. This master plan will guide the phased development of the park, outline funding strategies, and support informed, values-based decision-making for the Rifle community. Through this letter of support, City of Rifle is requesting \$25,000 in funding from the Department of Local Affairs Administrative Grant to secure consultant services essential to completing this planning effort. The Parks Department has included \$50,000 in the 2025 Budget for this project and staff recommends the approval of the requested letter of support for the Department of Local Affairs Administrative Grant.

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

Councilor Alicia Gresley moved to approve letter of support for the Department of Local Affairs Administrative Grant; seconded by Councilor Clint Hostettler.

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

No – None.

Report to City Manager

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

Comments from Mayor and Council

Comments were heard from Councilor Alicia Gresley, Councilor Joe Carpenter, and Mayor Sean Strode.

Adjournment

Meeting adjourned at 8:16 p.m.

Alexis Ramirez
City Clerk

Sean Strode
Mayor



Agenda Item #5.b.

Agenda Item Name:

Consider Liquor License Renewal for Western Slope Chicken, LLC dba Wingchesters

Presenter:

Alexis Ramirez, City Clerk

Item Description:

Hotel & Restaurant Liquor License Renewal for Western Slope Chicken, LLC dba Wingchesters

Recommended Action:

Move to approve the Liquor License Renewal application for Western Slope Chicken, LLC dba Wingchesters

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

Western Slope Chicken, LLC dba Wingchesters located at 717 Taughenbaugh Boulevard, Rifle, CO has submitted a Hotel & Restaurant Liquor License Renewal Application.

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

Executive Summary:

None

Notification Requirements:

None

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. REDACTED - Wingchesters Liquor License Renewal 2025

DR 8400 (02/16/24)
 COLORADO DEPARTMENT OF REVENUE
 Liquor Enforcement Division
 PO BOX 17087
 Denver CO 80217-0087
 (303) 205-2300

Submit to Local Licensing Authority

RECEIVED

MAY 16 2025

City Clerk
 City of Rifle

Fees Due	
Annual Renewal Application Fee	\$ 250
Renewal Fee	\$ 500
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	\$ 750.00

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

Retail Liquor License Renewal Application

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

Note that the Division will not accept cash.

☐ Paid by check

Uploaded to Movelt on Date

☒ Paid online

Licensee Name

WESTERN SLOPE CHICKEN LLC

Doing Business As Name (DBA)

WINGCHESTERS

Liquor License Number

License Type

Hotel & Restaurant (city)

Sales Tax License Number

Expiration Date

Due Date

08/03/2025

06/19/2025

Business Address

Street Address

717 TAUGHENBAUGH BLVD

Phone Number

970-625-6111

City

RIFLE

State ZIP Code

CO

81650

Mailing Address

Street Address

PO BOX 637

City

GLENWOOD SPRINGS

State ZIP Code

CO

81602

Email

Operating Manager

Santiago Pacheco-Burgos

Date of Birth

Home Address

Street Address

Phone Number

City

State

ZIP Code

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

Are the premises owned or rented? ☐ Owned

*If rented, expiration date of lease

☒ Rented*

04/30/2037

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

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

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

(Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges)

If selecting 'Yes', an additional \$11.00 is required to renew the permit.

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

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

Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.?.....

☐ Yes ☒ No

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

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

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

If yes, attach a detailed explanation.

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

If yes, attach a detailed explanation.

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

If yes, attach a detailed explanation.

Affirmation & Consent

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

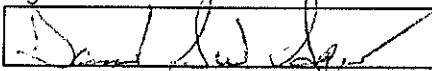
Type or Print Name of Applicant/Authorized Agent of Business

Daniel Scott Stuart

Title

LLC Manager / Owner

Signature



Date (MM/DD/YY)

05/16/25

Report & Approval of City or County Licensing Authority

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

Therefore this application is approved.

Local Licensing Authority For

Title

Attest

Signature

Date (MM/DD/YY)

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

Tax Check Authorization, Waiver, and Request to Release Information

I, Daniel Scott Stuart

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

(the "Applicant/Licensee")

Western Slope Chicken LLC

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

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

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

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

Name (Individual/Business)

Western Slope Chicken LLC

Social Security Number/Tax Identification Number

Home Phone Number

Business/Work Phone Number

970-625-6111

Street Address

City

State

ZIP Code

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

Daniel Scott Stuart

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

Date Signed



05/16/22

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 #7.a.

Agenda Item Name:

Middle Colorado Watershed Council - Rifle Creek Restoration Project

Presenter:

Patrick Waller, City Manager

Item Description:

Presentation Item

Recommended Action:

No Action on Presentation Item

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

Middle Colorado Watershed Council will provide an overview of the Rifle Creek Restoration Project.

Notification Requirements:

No additional notice required

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. Rifle_Creek_Restoration_City_Council_Presentation

Rifle Creek Restoration

For Rifle City Council

June 4, 2025

Middle Colorado
Watershed Council
midcowatershed.org



Shared Resource, Shared Responsibility

- Rifle Creek: A Corridor that Connects Us
 - Our rural heritage
 - Integral to this Western landscape that supports our way of life
 - A fragile system that needs our help

A System Out of Balance

- Rifle Creek is over-appropriated and ecologically stressed
- Aging irrigation infrastructure reduces water delivery efficiency
- Salinity and contaminants from natural geography
- Climate pressures: hotter, drier years and wildfire risks

The Opportunity: A Master Plan for Resilience

- Rifle Gap to the Colorado River - [map](#)
- Builds on previous studies
- Stakeholders are engaged
- Funding sources identified
- Focus areas:
 - Infrastructure upgrades
 - Habitat restoration
 - Monitoring water quality and flows

Alignment with Colorado Water Plan

- Supports 'Robust Agriculture' and 'Thriving Watersheds'
- Dovetails with Project List and Basin Implementation Plan
- Agriculture: Infrastructure funding, efficiency improvements
- Environment: Fish passage, streamflow protections, riparian health

Our Community Values

- Agriculture: Helping producers thrive with modern systems
- Municipal: Improved stream access and community benefits
- Environment: Restoring habitat, reducing invasives, return of native vegetation
- Recreation: Protecting ballfields and public spaces, providing access to the creek
- Economy & Industry: Ensuring a reliable water supply
- Education: Functional, ecologically diverse creek through community offers opportunities for outdoor education

City of Rifle:

A Foundational Seat at the Table

- City support vital to technical, regulatory and funding success
- Planning and design conversations
- In-kind support
- Identifying local needs and opportunities
- Leadership; a signal of commitment to Rifle Creek's future to the larger community

Initial Identified Projects

- Centennial Park (6 - 12 months)
 - CSU Extension wetland area
 - Step pool
 - Invasives removal
- Deerfield Park
- RE2 School property (1 - 2 years)
- Government Creek (1 - 2 years)
 - Rimrock/Willows
- Grand Tunnel Ditch (6-12 month)
 - Flume replacement
- Golf Course (18 months)
- Wisdom Ditch Outtake (1-2 years for both Phase I Plan/Design, Phase II Construction)

Stewardship for the Next Generation

- Healthy, flowing and functioning creek to support quality of life for all users.
 - Instream flow
 - Water quality
 - Healthy vegetation
 - Vibrant ag/crop production
 - Public access
 - Wildlife/fish migration

Stewardship for the Next Generation

“Rifle Creek is more than a stream—it’s our living connection to the land and our legacy.”

“This is our chance to act intentionally and collaboratively.”

Thank you!





Agenda Item #8.a.

Agenda Item Name:

Consider Purchase Order for 2025 Older Adult Program 7 Party MOU

Presenter:

Tami Sours, Senior Center Director

Item Description:

Purchase Order for 2025 Older Adult Program 7 Party MOU

Recommended Action:

Move to approve payment for the 2025 Older Adult Program 7 Party MOU in the amount of \$212,828.49

Fiscal Impact:

Fiscal impact for 2025 will be \$60,989.82 for Senior Meals and \$151,838.67 for Senior Transportation for a total of \$212,828.49.

Operational Impact:

N/A

Prior Board Motions:

The council has approved the 7-Party MOU to support older adult programs that include nutrition, wellness, and transportation at the December 4, 2024, regular meeting.

Background Information:

The City of Rifle has been a partner in the 7-Party MOU since 2009, supporting programs for the older adult population. This MOU has seven entities that participate in the programs, including Garfield County, RFTA, Town of Carbondale, City of Glenwood Springs, Town of New Castle, Town of Silt, and City of Rifle. 2024 the MOU cost was \$49,578.68 for nutrition and \$146,258.00 for transportation for a total of \$195,836.68 showing an increase of 8.75% for 2025. Other than cost, there are no other changes to the MOU. We budgeted \$225,000.00 for the MOU; It will be under budget by \$12,171.51.

Executive Summary:

The MOU for 2025 reflects the total cost for Older Adult Programs to be \$1,202,463.00. After grants and program income, Garfield County contributes 40% to nutrition and 50% to transportation for a total contribution of \$676,771.80. These figures are reflected in Attachment C to the invoice attached. The total cost for older adult programs for the City of Rifle will be \$60,989.82 for nutrition and \$151,838.67 for transportation for a total contribution of \$212,828.49, reflecting an increase from 2024 of 8.75%.

Notification Requirements:

N/A

Prepared By:

Tami Sours, Senior Center Director

Attachments:

1. Older Adult 2025 MOU Invoice-Rifle
2. 2025 Older Adult Program P.O.



Invoice Number 2025-00000035
Date 05/05/2025
Due Date 06/05/2025

Customer #: 2219

City Of Rifle
PO BOX 1908
RIFLE, CO 81650

Billing Period: Older Adult Program 7 Party MOU Contributions 2025 Rifle
Invoice Type: DHS **Description:** DHS

Description	Quantity	Price Per Unit	Total Amount Due
MUNICIPAL GRANTS TO SENIOR TRANSPORTATION PROGRAM	1	\$151,838.6700	\$151,838.67
MUNICIPAL GRANTS TO SENIOR MEAL PROGRAM	1	\$60,989.8200	\$60,989.82

Remit Payment to:

Make Checks Payable to:
Garfield County DHS

Garfield County
195 W 14th St
RIFLE, CO 81650
Dept of Human Services
(970)625-5282

Total Invoice: \$212,828.49

PLEASE INCLUDE INVOICE NUMBER ON REMITTANCE: 2025-00000035



Reception#: 1003097
01/02/2025 11:25:52 AM Jacklyn K. Harmon
19 of 19 Rec Fee:\$0.00 Doc Fee:0.00 GARFIELD COUNTY CO

ATTACHMENT C:

**2025 CONGREGATE MEAL, WELL AND WISE, AND TRAVELER
TRANSPORTATION SERVICE**

ATTACHMENT C: 2025 CONGREGATE MEAL, WELL AND WISE, AND TRAVELER TRANSPORTATION SERVICE

COMBINED CONTRIBUTION BREAKDOWN

Jurisdiction	2025 Nutrition Contribution	2025 Transportation Contribution	2025 Well & Wise Contribution	2025 Total Contributions	RFTA Transportation Contribution	2025 Nutrition Contribution	2025 Transportation Contribution	2025 Well & Wise Contribution	2025 Net Adjusted Total
Carbondale	\$23,252.03	\$4,024.21	-	\$27,276.24	\$4,024.21	\$23,252.03	-	-	\$23,252.03
Glenwood Springs	\$68,425.19	\$144,395.91	-	\$212,821.11	\$144,395.91	\$68,425.19	-	-	\$68,425.19
New Castle	\$10,955.07	\$37,368.08	-	\$48,323.15	\$37,368.08	\$10,955.07	-	-	\$10,955.07
Silt	\$22,570.08	\$1,872.12	-	\$24,442.21		\$22,570.08	\$1,872.12	-	\$24,442.21
Rifle	\$60,989.82	\$151,838.67	-	\$212,828.49		\$60,989.82	\$151,838.67	-	\$212,828.49
Garfield County	\$262,272.80	\$414,499.00	-	\$676,771.80		\$262,272.80	\$414,499.00	-	\$676,771.80
Totals	\$448,465.00	\$753,998.00	\$0.00	\$1,202,463.00	\$185,788.21	\$448,465.00	\$588,209.79	\$0.00	\$1,016,674.79



**CITY OF RIFLE
PURCHASE REQUEST**

1.	Vendor Name	NEW: W-9 attached ☐
	Garfield County	

2.	Vendor Address
	195 W 14th St, Rifle CO 81650

3.	For the Purchase of (description)
	2025 Older Adult Program 7 Party MOU

4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.
	212,828.49	225,000.00	

5.	Dept. Name	General Ledger Acct #
	Sr Ctr	100.4800.400.501

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	<i>Sam W. Sams</i>	5-30-2025
	City Manager		
	City Council Approval (meeting date)		
10.	Purchase Order # assigned by Finance		



Agenda Item #8.b.

Agenda Item Name:

Consider Awarding Bid to Collab Architecture for the Rifle Field House Feasibility Study

Presenter:

Iris Trevisano, Procurement and Grant Reporting Manager
Austin Rickstrew, Parks & Recreation Director

Item Description:

Consider Awarding Bid to Collab Architecture for the Rifle Field House Feasibility Study

Recommended Action:

Move to approve Collab Architecture for the Rifle Field House Feasibility Study in the amount not to exceed \$93,640 (from the general fund or parks and recreation fund).

Fiscal Impact:

This study was not budgeted in 2025, and a budget supplement will be required. If approved, Council may choose to use funds from either the Parks and Recreation Budget, or the General Fund for the project.

Operational Impact:

City staff will support the feasibility study in collaboration with the consultants by providing existing site information, participating in meetings, and coordinating feedback throughout the process. This will require time from key staff across departments, including planning, parks, and engineering. While the consultants will primarily lead the study, staff involvement is necessary to ensure accuracy and alignment with City goals.

Prior Board Motions:

N/A

Background Information:

The Parks and Recreation Department released a Request for Proposals (RFP) seeking qualified consulting firms to conduct a feasibility study for a potential Parks and Recreation Field House. This proposed facility aims to address longstanding community interest in enhanced indoor recreational opportunities, as identified in the 2024 Parks and Recreation Community Survey, and with council direction.

The survey highlighted strong demand for year-round access to indoor courts, turf fields, fitness areas, and flexible community programming space. The feasibility study will evaluate potential locations, develop conceptual designs, assess construction and operational costs, explore funding strategies, and analyze the facility's potential economic and community impacts. Community engagement is a key project component to ensure recommendations reflect local priorities.

The RFP was publicly posted via the Rocky Mountain E-Purchasing System (BidNet Direct), and proposals are due May 12, 2025. Following a comprehensive review process, staff recommends selecting Collab Architecture to complete the study. City Council approval is required to proceed with awarding the contract. The project's

goal is to deliver a comprehensive feasibility report and recommendations to guide future decision-making regarding the development of the Field House.

Executive Summary:

A thorough and competitive consultant selection process was undertaken to identify the most qualified firm to lead this important work. The City received 11 submittals in response to the Request for Proposals (RFP), with proposed fees ranging from \$47,500 to \$125,181. Each proposal was reviewed using consistent and transparent evaluation criteria, which included:

- Experience with similar feasibility studies
- Technical approach and understanding of project goals
- Qualifications and experience of key team members
- Project timeline and availability
- Cost-effectiveness and overall value
- Proposed approach to community engagement and stakeholder involvement

Community engagement was a key consideration, as the City strongly emphasizes inclusive, community-driven planning.

Following the initial review process, two firms, Victus Advisors and Collab Architecture, were selected for interviews. The interviews provided the opportunity to evaluate further each firm's communication style, approach to collaboration, and ability to engage with the community meaningfully.

Based on the full evaluation and interview process, the City is recommending approval to move forward with Collab Architecture. Their proposal demonstrated a clear understanding of the City's goals, a robust and inclusive engagement strategy, and a highly qualified team with relevant experience delivering successful feasibility studies.

RFP Information @: www.RifleCO.org/Packageaddendums

Notification Requirements:

N/A

Prepared By:

Iris Trevisano, Procurement and Grant Reporting Manager

Attachments:

1. RFP_04072025 Parks and Recreation Field house RFP
2. Rifle Field House Feasibility Study_Collab Architecture
3. RFP_04072025 Evaluation and Interviews Totals
4. Memo - Collab Award - Feasibility Study
5. Award Memo Procurement-Feasibility Study
6. Rifle Field House Feasibility Study_Collab Architecture- Purchase Request (004)

Parks and Recreation Field House Feasibility Study



Request for Proposal

April 7, 2025

City of Rifle

202 Railroad Avenue

Rifle, Colorado 86150

2025

Proposal Due Date: May 12, 2025, at 2 p.m.

Prebid Meeting: April 29 at 10 a.m.

Question Deadline: May 5, 2025, 12 p.m.

Notice of Award: (tentative) June 4, 2025

Anticipated Start Date: End of June

Project Directory

Parks & Recreation Director

Austin Rickstrew

202 Railroad Ave

Rifle, CO 81650

970-665-6578

Arickstrew@rifleco.org

Procurement and Grant Reporting Manger

Iris Trevisano

202 Railroad Ave

Rifle, CO 81650

970-665-6412

Itrevisano@rifleco.org

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REQUEST FOR PROPOSAL

For

Parks and Recreation Field House Feasibility Study

The City of Rifle is requesting proposals from interested and qualified consultants for Parks and Recreation Field House Feasibility Study . Proposals must be submitted via the Rocky Mountain e-purchasing system- bidnet direct website www.bidnetdirect.com/colorado/cityofrifle by May 12, 2025, at 2 p.m. Proposals received after the closing date and time will not be considered.

There will be a mandatory pre-bid meeting via ZOOM April 29 at 10 a.m.

<https://us02web.zoom.us/j/81435805382?pwd=84fp6UlnOWkZSsen4FDZdqSa1lgdW9.1>

Meeting ID: 814 3580 5382

Passcode: 333498

Questions concerning this proposal shall be addressed to Iris Trevisano, Procurement and Grant Reporting Manager at itrevisano@rifleco.org. The final deadline for questions is May 5, 2025, 12 p.m.

Notice of Award (tentative) June 4, 2025

.....

1. Overview

The City of Rifle Parks and Recreation Department is conducting a feasibility study to assess the viability of constructing a Field House to enhance recreational opportunities for the community. This initiative aligns with the findings of the 2024 Parks and Recreation Community Survey, which identified a strong community interest in expanded indoor recreational facilities, particularly for year-round youth and adult sports, fitness programs, and multi-purpose community spaces.

Survey Insights and Community Demand: The 2024 Parks and Recreation Community Survey provided critical data on residents' recreational needs and preferences. Key findings include:

- High demand for additional indoor recreational facilities, particularly for winter sports and training.
- Strong interest in multi-purpose athletic spaces for basketball, volleyball, pickleball, and indoor soccer/futsal.
- Requests for expanded fitness and wellness programming, including group exercise and rehabilitation services.
- A need for more flexible event space for community gatherings and youth programs.
- General support for investment in Parks and Recreation infrastructure to improve quality of life.

These findings reinforce the need for a dedicated Field House to accommodate existing and future recreational demands.

Feasibility Study Objectives: The study aims to evaluate the following key factors:

1. **Site Selection and Land Use:** Identify potential locations for the facility, considering accessibility, existing infrastructure, and potential environmental impacts.
2. **Facility Design and Programming:** Assess design options to ensure the facility meets the diverse needs of the community, including indoor courts, turf fields, fitness areas, classrooms, and administrative offices.

3. **Financial Analysis:** Develop cost estimates for construction, maintenance, and operation. Explore potential funding sources, including grants, public-private partnerships, and user fees.
4. **Operational Viability:** Determine staffing needs, scheduling logistics, and revenue generation strategies to ensure the facility's long-term sustainability.
5. **Economic and Community Impact:** Analyze how the facility could contribute to local economic development, tourism, and overall community well-being.

2. Project Goal

The primary goal of this feasibility study is to assess the viability of developing a Field House that meets the recreational needs of Rifle's residents, enhances year-round sports and wellness opportunities, and aligns with the community's priorities as identified in the 2024 Parks and Recreation Community Survey. The study will provide data-driven recommendations on location, design, funding, and operational sustainability to ensure the facility serves as a long-term asset for the community.

3. Scope of Work

The City of Rifle seeks proposals from qualified firms for the Parks and Recreation Field House Feasibility Study

The scope of work will include, but is not limited to the following elements:

1. **Community Engagement and Stakeholder Input:** Conduct surveys, focus groups, and public meetings to gather input from residents, sports organizations, and key stakeholders.
2. **Site Analysis:** Identify and evaluate potential locations based on accessibility, zoning regulations, environmental impact, and existing infrastructure.
3. **Facility Design and Programming:** Develop conceptual layouts and programming options that align with community needs and industry best practices.

- 4. Financial and Economic Analysis:** Prepare cost estimates for construction, operations, and maintenance, and explore potential funding sources such as grants and partnerships.
- 5. Operational Plan:** Assess staffing, scheduling, and revenue-generating opportunities to ensure long-term sustainability.
- 6. Impact Assessment:** Evaluate the potential economic, social, and health benefits of the Field House for Rifle's residents and surrounding communities.
- 7. Final Report and Recommendations:** Compile study findings into a comprehensive report with actionable recommendations for city leadership.

4. Tasks

1. Conduct Public Engagement Sessions

- a. Organize community meetings and focus groups to gather input.
- b. Develop and distribute surveys to gauge public interest and priorities.
- c. Compile and analyze feedback to inform facility design and programming.

2. Perform Site Evaluation

- a. Identify and assess potential locations based on land availability, zoning, and infrastructure.
- b. Conduct environmental and traffic impact assessments.
- c. Evaluate accessibility and proximity to community hubs.

3. Develop Conceptual Facility Designs

- a. Work with architects to create preliminary facility layouts.
- b. Ensure design options align with community needs and budget constraints.
- c. Integrate energy-efficient and sustainable design principles.

4. Conduct Financial and Economic Analysis

- a. Estimate construction, operational, and maintenance costs.
- b. Explore funding sources such as grants, sponsorships, and partnerships.
- c. Conduct cost-benefit analysis to ensure financial viability.

5. Draft Operational and Management Plan

- a. Outline staffing requirements and operational responsibilities.
- b. Develop scheduling models for community use, events, and rentals.
- c. Identify potential revenue streams for long-term sustainability.

6. Assessing Community and Economic Impact

- a. Evaluate the projected benefits for residents, schools, and local businesses.
- b. Determine the facility's role in promoting health, wellness, and social inclusion.
- c. Assess potential tourism and economic development opportunities.

7. Compile and Present Final Report

- a. Summarize findings, recommendations, and implementation strategies.
- b. Present the report to city leadership for review and decision-making.
- c. Develop an action plan for next steps in project development.

Deliverables

1. **Community Engagement Report:** Summary of survey results, public meeting discussions, and stakeholder feedback.
2. **Site Analysis Report:** Evaluation of potential locations, including zoning, environmental, and accessibility considerations.
3. **Facility Concept Designs:** Preliminary architectural renderings and programming layouts.
4. **Financial and Economic Assessment:** Cost estimates, funding strategies, and financial feasibility analysis.
5. **Operational Plan:** Staffing models, scheduling frameworks, and revenue projections.
6. **Impact Study:** Assessment of anticipated social, economic, and community benefits.
7. **Final Feasibility Report:** Comprehensive document summarizing all findings, recommendations, and an implementation roadmap.

5. Submittal

Please submit your proposal in a single part, with a maximum length of 12 pages (single-sided) or 6 pages (double-sided). This limit excludes resumes, project descriptions, and required attachments.

Elements to be included along with the proposal in the general order listed:

- a. **Cover Letter:** Include a cover letter that introduces your proposal and provides a price quote for the project based on the scope of work outlined.
- b. **Qualifications Statement:** Provide a statement of your firm's qualifications, along with the qualifications of the team members assigned to the project. Clearly identify the key personnel who will

be responsible for the work. Resumes for each team member should be included in the appendix.

- c. **Approach and Plan:** Describe how you will approach the project and complete the services outlined in the Scope of Work. Be sure to address how your plan will meet the specific needs of the City.
- d. **Proposed Timeline:** Provide a proposed timeline or schedule for the project, outlining key milestones and deadlines.
- e. **Special Services:** Indicate if any part of the work will be handled by sub-consultants or external resources and describe these services.
- f. **Fee Schedule:** Include a detailed fee schedule for the services outlined in your proposal. If any expenses (e.g., travel, materials) will be billed separately from professional fees, provide an estimate. All prices should be quoted as a lump sum.
- g. **References and Past Work:** Provide examples of similar projects you have completed, along with at least three references from clients who can speak to your experience with similar services.

6. Pre-Proposal Meeting

- a. Attendance at the pre-proposal meeting is mandatory.
 - i. Tuesday April 29 at 10 a.m.
<https://us02web.zoom.us/j/81435805382?pwd=84fp6UlnOWkZSsen4FDZdqSa1lgdW9.1>

Meeting ID: 814 3580 5382
Passcode: 333498
- b. City staff will discuss the scope of work, goals of the study, and respond to questions from attendees. All questions raised and answers given outside of the pre-proposal meeting, if any, will be documented and issued as an addendum to the RFP.

7. Questions

Potential bidders may direct questions to Iris Trevisano at itrevisano@rifleco.org Question deadline: Monday, May 5, 2025, 12 p.m.

8. Delivery of Proposal

Proposals must be submitted via the Rocky Mountain e-purchasing system- bidnet direct www.bidnetdirect.com/colorado/cityofrifle

The electronic submission must be compiled into a single pdf or Word document. The deadline for submitting responses to this RFP is **May 12, 2025, at 2 p.m.**

Documents uploaded to bidnet will be sealed until the due date and time indicated in the solicitation. It is the sole responsibility of the respondent that the response is submitted and received before the due date and time as specified in this document. The City of Rifle is not responsible for delays in transmittal or delays caused by any other occurrence. Please allow sufficient time to complete the response and upload documents.

9. Schedule

- Proposal Due Date: May May 12, 2025, at 2 p.m.
- Mandatory Prebid Meeting: April 29 at 10 a.m.
- Question Deadline: May 5, 2025, 12 p.m.
- Notice of Award (tentative):June 4, 2025

This RFP does not commit the City of Rifle to award or contract, nor to pay any costs incurred in the preparation and submission of proposals in anticipation of a contract. The City of Rifle reserves the right to reject all, or any submittals received as a result of this request, to negotiate with all qualified sources, or to cancel all or part of the RFP. The City Council reserves the right to not hire any of the candidates provided. Additionally, the City Council reserves the right to hire a candidate not recommended.

10. Evaluation

- a. Bid acceptance and bid evaluation.
 - i. Bids shall be unconditionally accepted without alteration or correction, except as authorized in this Code. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively

measurable, such as discounts, transportation costs and total or life cycle costs.

- ii. The invitation for bids shall set forth the evaluation criteria to be used. In addition to the evaluation criteria set forth in the invitation to bid, the following criteria may be considered, in addition to price:
 1. Technical Expertise- Demonstrated experience with similar feasibility studies, knowledge of municipal and recreational facility planning, and relevant past projects and proven success. (0-25)
 2. Implementation plan – Clarity and structure of proposed approach, use of industry best practices in analysis and recommendations, community engagement strategy and stakeholder involvement. (0-10)
 3. Previous experience on similar projects - work performed on projects with similar scope, experience and expertise of project team members. (0-20)
 4. Timeline/schedule - clearly delineated timeline with specific milestones, outlines proposed community engagement timeline. (0-20)
 5. Price/fee schedule - detailed fee schedule and expected expenses, cost-effectiveness in relation to scope of work. (0-15)
 6. Quality, clarity, creativity and understanding of the scope of work outlined that clearly and specifically illustrates the tasks that will be completed and accomplished (0-10)

11. Local Preference Code Sec. 4-3-210

- i. The following local preferences shall be considered in source selection for all City contracts:

1. Notwithstanding other provisions of this Article, in the awarding of contracts for goods or services, the City Council and Procurement Officer shall provide the following primary and secondary percentage preferences for local goods and services provided by local vendors when quality, delivery time and services are judged by the Procurement Officer to be essentially equal:

Contract>Amount	Primary Preference City of Rifle Goods/Vendors	Secondary Preference Garfield County Goods/Vendors
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	2.5% discount
\$100,000 to \$200,000	4% discount	2% discount
\$200,001 to \$500,000	3% discount	1.5% discount
\$500,000 or greater	2% discount	1% discount

2. For all competitive bonded bid purchases in excess of one hundred thousand dollars (\$100,000.00), the City shall provide these local preference provisions within the "Instructions to Bidders" documents.
3. Exception: Local preference shall not apply to contracts required by applicable state or federal laws or regulations to be awarded to the "lowest responsible bidder" or to any contracts that are statutorily or otherwise precluded from the use of local vendor preference. No local preference shall apply where grant funds are used which expressly prohibit the use of such local preference.

- b. The Procurement Officer may establish an administrative process to pre-qualify local vendors.

(Ord. 7 , § 2, 2022)

12. Award

The City reserves the right to reject any or all bids, to waive any informalities or technical defects in bids, and unless otherwise specified by the City or by the bidder, to accept any items or group of items in the bid, as may be in the best interest of the City. No verbal explanations, clarifications, additions or instructions will be binding to either the City or the bidders, except those confirmed in writing. A signed purchase order/bid furnished to the successful bidder results in a binding bid without further action by either party. Notice of Award estimated: June 4, 2025

ADDENDUM#1

4/8/2025

RFP 04072025 – City of Rifle-Parks and Recreation Field House
Feasibility Study

Questions Received:

Q1: Is there an allocated budget for the Parks and Recreation Field House Feasibility Study?

A1: This project is a City Council initiative and will be funded through the 2025 budget.

ADDENDUM#2

4/9/2025

RFP 04072025 – City of Rifle-Parks and Recreation Field House
Feasibility Study

Questions Received:

Q1: There was a question about an option of attending the **Mandatory Prebid** in person.

A1: The Mandatory Pre-bid in an informational session that will last 30mins with 15 mins for questions. We do not feel it is necessary to attend in person.

Q2: Can you confirm the Zoom Link?

A2:

<https://us02web.zoom.us/j/81435805382?pwd=84fp6UlnOWkZSsen4FDZdqSa1IgdW9.1>

Meeting ID: 814 3580 5382

Passcode: 333498

ADDENDUM#3

4/14/2025

RFP 04072025 – City of Rifle-Parks and Recreation Field House Feasibility Study

Questions Received:

Q1: Looking at the 2025 Rifle, CO City Budget, there is no line item for this feasibility study, what is the budgeted amount for this project?

A1: Please see Addendum 2

Q2: Has Rifle, CO ever had a recreation center or field house in the past? If so, why did it close

A2: No, the City of Rifle has not had a recreation center or field house before.

Q3: Where are the multi-purpose athletics mentioned in RFP performed today?

A3: Currently we use school district facilities after hours for our athletics currently. The city does not own any indoor multi-purpose athletics space currently.

Q4: Does the City of Rifle, CO have any preferred spots or locations that the selected vendor should give deference toward? If so, please share.

A4: The city is interested in seeing if a field/house community center could fit next to the municipal outdoor swimming pool. The location is Metro Park, and the pools address is 1718 Railroad Ave. All other potential locations would require land acquisition.

Q5: Does the City intend for this Rec Center/Field house to operate with a retail and dues-based model for members?

A5: We intend for this to be dues-based membership.

Q6: Will the city expect the fieldhouse to achieve a positive operating margin or net income? If so, what year after opening the fieldhouse does the city wish to achieve operating cost recovery and a positive net income?

A6: The city would aim to achieve a positive operating margin, but we understand most new facilities require a ramp-up period before reaching full cost recovery. Our target is to achieve a strong recovery within 5 to 10 years, recognizing that recreation facilities provide essential public value beyond financial return, including health, youth engagement, and economic development benefits.

Q7: Are full resumes required for each team member or will summary bio's be sufficient?

A7: Summary bios of team members is acceptable.

Q8: Can you provide crossroads for the optional sight locations?

A8: Railroad Ave. and 16th Street – Metro Park

ADDENDUM#4

4/17/2025

RFP 04072025 – City of Rifle-Parks and Recreation Field House
Feasibility Study

Questions Received:

Q1: Is the South Rifle location being considered as a location for the Field House.

A1: The South Rifle master plan and Field House Feasibility Study are separate projects, and the South Rifle location is not being a consider due to the XCEL ENERGY Transmission line located in the area.

Q2: Can you please specify the scope of work required from a design standpoint. For example, do we simply want preliminary design (single line floorplan and simple elevation sketch OR schematic design)?

This is with regard to: “3. Facility Concept Designs: Preliminary architectural renderings and programming layouts.”

A2: A simple elevation sketch will do.

04072025 - City of Rifle-Parks and Recreation Field House Feasibility Study Pre Bid Meeting 04/29/2025

Important Dates

Last day to submit questions Monday, May. 5, 2025 at 12 pm

RFP DUE MONDAY, May 12, 2025 at 2 pm via Bidnet

Attended Name	Firm Name	Contact #	Contact E-mail
Jodi Ross	OLC Architecture	303.886.4084	jross@olcdesigns.com
Jessica Martinez	Sports Facilities Companies		jmartinez@sportsfacilities.com
Andrea Korber	Land+Shelter		andi@landandshelter.com
Cheyenne Morin	BRS Architecture		cheyennemorin@brsar.ch.com
Ashley Hejtmanek	Design Workshop		ahajtmanek@designworkshop.com
Brian Parker	AECOM		brian.parker2@aecom.com
Donaldo H Visani	OLC		dvisani@olcdesigns.com
Alaina Brandenburger	BerryDunn		Alaina.brandenburger@berrydunn.com
Ryan M. Geiger	TAG Project Management		ryan@groundrulecompanies.com
Holly Fink	Collab Architecture		holly@collabarchitects.com
David Rosenfeld	Rosenfeld Design		david@rosenfeld-design.com
Walter Franco	Victus Advisors		wfranco@victusadvisors.com
David Carinid			carini@powerwellness.com
Brad Nelson	Farnsworth Group		bnelson@f-w.com
Chris Irwin	The Innovation Group		cirwin@theinnovationgroup.com
Stephanie Morgenthaler	Farnsworth Group		smorgenthaler@f-w.com
Gabby Fresh	SFC		gfresh@sportsfacilities.com

Attended Name	Firm Name	Contact #	Contact E-mail
George Lantz	Victus Advisors		glantz@victusadvisors.com
Jason Ringdahl	BRS		
Dianelis Rivera	Crossroads Consulting		dianelis@crossroads-fl.com
Daniel Beckerdite	Confluence		dbeckerdite@thinkconfluence.com
David Carini	Power Wellness		dcarini@powerwellness.com
Mike Svetz, Principal	PROS Consulting		Michael.svetz@prosc consulting.com
William Younger, Principal	PROS Consulting		William.younger@pros consulting.com
Ken Gorman	Power Wellness		kgorman@powerwellness.com
Shanen Weber, Principal	Design Concepts		ShanenW@dcla.net
Raul Morales	JVA Consulting Engineers		rmorales@jvajva.com
Chris Kastelic	StudioCKA		Chris.studiocka@gmail.com

ADDENDUM#6

4/30/2025

RFP 04072025 – City of Rifle-Parks and Recreation Field House Feasibility Study

Questions Received:

Q1: What other driving programmatic requests from the earlier study

A1: An Indoor pool or lap lane, we have a seasonal pool that we would like to possibly see a winter enclosure of sorts. We are unsure if it's feasible, but we are optimistic. Other requests include a walking track, a small workout area (we do not want to compete with local private businesses), but provide a space, a multi-purpose space for meetings and classes.

Q2: When looking at the design aspect of it, what level of kind of granularity and detail may you be looking for?

A2: At the High Level, we want to determine how many courts we would need for the amount of programming we are seeing.

Q3: How much land we would need and what it would take. Such a size property we need maybe identifying corridors that multimodal corridors that would help attract people on foot, bike and in vehicles.

A3: We want to look at Metro Park specifically to see if it's feasible.

Q4: What is the timing you'd like the project completed by.

A4: We don't have a completion date. We would just like to start in June.

Q5: Has a project been budgeted in this year's budget?.

A5: Yes, it'll be paid out of this year's budget.

Q6: Can you give an overview please of the public engagement expectations.

A6: We're looking to create a focus group to help drive some of the amenities outlined in the community survey. We want to put out another survey specifically for this study and what people would want to see. It's called out in the community survey from 2024.

Q7: You all use the ETC Institute for the Parks and Rec community survey and they produced this statistically valid survey. Are you looking to follow up that 2024 community overall general survey with another statistically valid survey obviously honed in on this specific project?

A7: No we do not need another statistically valid survey for this project.

Q8: Required forms are mentioned in the RFP but there were no forms included in the actual RFP to complete.

A8: There are no required forms for this RFP. You must include the elements listed on pages 8 and 9 of the RFP.

Q9: Please confirm that the cover letter and table of contents are not included in the 12-page proposal limit?

A9: Exclusions are listed on page 8 (resumes and project descriptions).

Q10:What is the local preference radius for this rfp?

A10: The company's Primary Preference is the City of Rifle, and the Secondary Preference is Garfield County. The company's W9 must be addressed in these areas.

RESPONSE TO RFP



PARKS AND RECREATION FIELDHOUSE FEASIBILITY STUDY

MAY 12, 2025



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City of Rifle
202 Railroad Ave
Rifle, CO 81650

May 12, 2025

Re: Parks & Recreation Field House Feasibility Study

To City of Rifle Staff and Stakeholders,

The Rifle Field House Feasibility Study presents an exciting opportunity to plan for the next generation of recreational infrastructure in Rifle—one that reflects community values, supports year-round activity, and enhances quality of life across the region. Collab Architecture, in partnership with Design Concepts, Ballard*King & Associates, DFH Consulting, and our team of aquatic advisors, brings a highly experienced and collaborative team with a strong track record in recreation planning, operational analysis, and financial modeling. Together, we are committed to delivering a comprehensive, community-informed study that balances vision with implementation.

To achieve success, we will:

- Lead a creative and transparent planning process, working closely with City staff, stakeholders, and the Rifle community to identify key goals and opportunities.
- Evaluate the Metro Park site with a holistic lens—considering infrastructure, environmental conditions, and program alignment to determine feasibility and development potential, while remaining open to exploring other sites if needed.
- Assess recreational needs across Rifle’s diverse population, using targeted outreach and data analysis to define the right mix of programs and spaces.
- Deliver realistic financial projections and funding strategies, grounded in Ballard*King’s operational expertise and supported by DFH’s construction cost modeling using Target Value Design.

Our team—led by myself, Jordan Lockner, Bryan Merritt, and nationally recognized recreation planning specialist Chris Kastelic—brings direct experience developing feasibility studies for communities such as Silverthorne, Ouray, the San Luis Valley, and Arvada. In addition, our consultant team brings knowledge and **experience working directly with the City of Rifle** through past projects including **Centennial Park, Birch Park, Rifle Mountain Park, the Rifle Aquatic Center Feasibility Study**, and the **Rifle Health and Wellness Center**. These partnerships have given our team a deep understanding of Rifle’s recreational priorities, planning context, and community expectations.

As a Colorado-based architectural firm, we are excited by the opportunity to support the City of Rifle in this important initiative. Thank you for considering our team. We look forward to the opportunity to help shape a vision for recreation that reflects Rifle’s values, priorities, and future growth.

Sincerely,

Jordan W. Lockner, AIA, NCARB
Principal Architect & Owner| Collab Architecture
jordan@collabarchitects.com | 970.215.9907

COLLAB ARCHITECTURE

Designing Spaces that Bring Communities Together.

Who We Are

Collab Architecture is a Windsor-based architecture and planning firm recognized as one of the fastest growing private companies in Northern Colorado and the Front Range. At our core, we’re driven by a collaborative spirit and a deep commitment to listening—because thoughtful design starts with understanding.

Our unofficial motto, “**Stop. Collaborate and Listen,**” reflects how we work: every project begins with curiosity, humility, and honest dialogue. We don’t bring pre-packaged solutions—we ask the right questions, define success with our clients, and build lasting partnerships. This mindset helps us surface challenges early, align stakeholders, and create spaces that serve people and purpose.

Firm Qualifications & Differentiators

We don’t take a one-size-fits-all approach. For the Rifle Field House, we’ve assembled a team specifically aligned with your goals—bringing together deep experience in municipal recreation planning, public engagement, and feasibility analysis across Colorado.

Our leadership team—Jordan Lockner, Bryan Merritt, and Michael Aller—brings strong project management, design, and technical expertise, with a focus on constructability, cost-efficiency, and community-driven outcomes. We’re known for delivering forward-thinking solutions that are practical, buildable, and grounded in local context.

To lead recreation planning and feasibility, we’ve partnered with Chris Kastelic—a nationally respected expert in recreation facility design. His insight and experience help translate community needs into facilities that are sustainable, flexible, and operationally successful.



collaboration.
community.
creative solutions.

Recreational Planning Expertise

Our team brings deep expertise in the planning and design of recreation spaces that serve diverse populations and facility types. From municipal field houses and regional recreation centers to private athletic clubs, university wellness facilities, K–12 gymnasiums, and senior or community centers, we’ve worked across Colorado and beyond to deliver spaces that promote wellness, connection, and inclusivity.

We understand how to balance programmatic needs with long-term operational success—whether through flexible multi-use spaces, sport-specific environments, or amenities like aquatics, indoor turf, fitness, and walking tracks. Our work is rooted in community engagement, practical analysis, and future-ready design, ensuring each facility reflects local priorities while remaining adaptable to evolving trends.

Project Leadership



Jordan Lockner
Principal



Chris Kastelic
Recreation Specialist

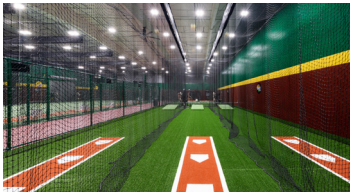


Bryan Merritt
Project Manager

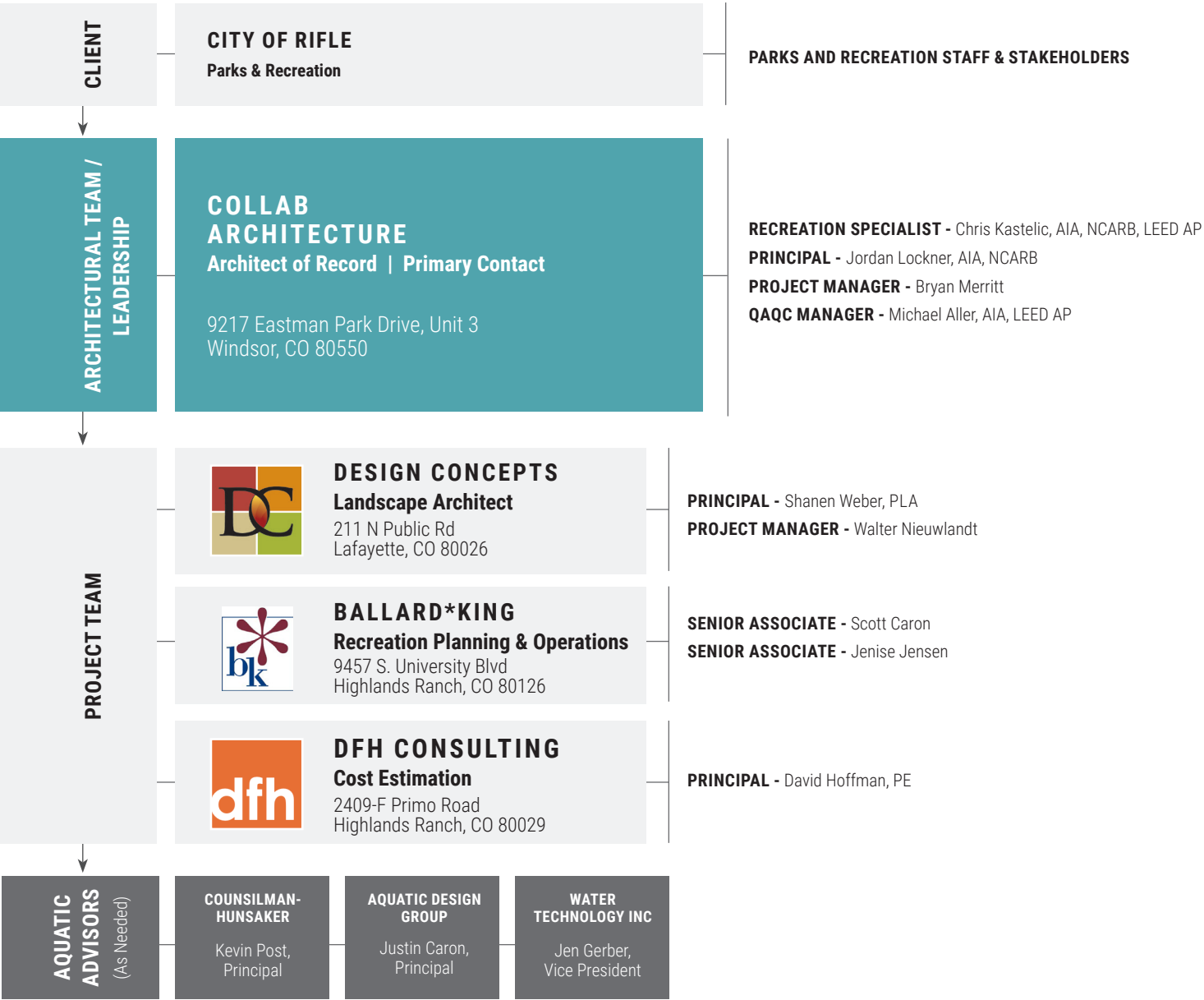


Michael Aller
QA / QC Manager

Resumes for all team members can be found in the appendix.



PROJECT TEAM ORGANIZATION



OUR PROJECT TEAM BY THE NUMBERS



PROJECT SIGNIFICANCE

Community Pride, Place, & Purpose.

OUR UNDERSTANDING

Rifle is a community defined by resilience, connection, and outdoor spirit—and its parks and recreation system plays a vital role in supporting the health and vitality of its residents. As the city continues to grow, so too does the need for indoor, year-round facilities that support youth and adult sports, wellness programs, and community gathering.

The 2024 Parks and Recreation Community Survey made this clear: Rifle residents are ready for a facility that reflects their priorities. A community center was the highest-ranked need, and features such as indoor walking tracks, courts, and flexible fitness space were consistently identified as high priorities for investment. The Rifle Field House Feasibility Study is not just a planning exercise—it is a strategic step toward enhancing quality of life, supporting equitable access, and investing in the future of Rifle.

Metro Park has been identified as a potential site for this future facility, making this study critical in evaluating feasibility, community alignment, and long-term viability. Through thoughtful analysis and public engagement, we will help shape a vision for a facility that not only meets immediate needs but creates lasting value for the City of Rifle.

A PROJECT PLANNING PARTNER

At Collab Architecture, we understand that recreation facilities are about more than just space—they're about people, priorities, and purpose. We believe the most successful projects are built on shared vision, transparent collaboration, and honest conversations with the community.

As Rifle embarks on this important feasibility study, our role is to guide, support, and listen. Our team brings deep experience in Colorado-based recreation planning, coupled with an understanding of how local values, funding realities, and public input shape meaningful outcomes. We start by aligning with the City's goals—assessing current needs, engaging stakeholders, and providing clear, actionable data to inform decision-making.

Our approach is flexible and grounded—focused on delivering options that are responsive to community feedback, adaptable over time, and financially sustainable. With every step, we work to ensure the future Rifle Field House reflects not just what the community wants, but what it truly needs to thrive.



Above: City of Rifle Metro Park

EXECUTING THE VISION

Phase 1: Discovery

This phase represents the information-gathering portion of the process. We will kick off Phase 1 with a Visioning Session, where we will collaborate with the advisory committee to discuss the project vision, challenges, and opportunities. Additionally, we will refine the scope of work, incorporating any potential revisions as a framework for ongoing decision-making throughout the project.

1. / Community Engagement & Stakeholder Input:

At the outset of the process, we will develop a comprehensive public participation plan that includes:

- Surveying methods and timing
- Stakeholder and focus group meetings
- Public open houses and pop-up events
- Website and digital media presence
- Additional methods for public input and communication

This process is critical to solidify before any public outreach is conducted, defining what information we seek, what information we will share and when, and the protocol for decision making. We will also utilize other resources to communicate with the public including virtual meetings to supplement in-person gatherings. We will create a project website to share updates, allow for public feedback and control the messaging in a clear and informative manner.

Public Engagement Strategy:

Our team is committed to an engagement process focused on listening to the Rifle community, asking the right questions to understand local perspectives, and building consensus toward a final field house plan. We will engage with current users of Rifle's parks and recreation facilities, city staff and advisory committees, elected and appointed officials, and the broader Rifle community.

Our priority is to reach voices that are typically underrepresented in public processes, including senior citizens, people with disabilities, youth, and low-income residents.

Our recommended engagement plan includes a combination of in-person events and virtual meetings, online project updates and digital engagement, and surveying the public at key milestones. This three-phase engagement strategy will ensure progressive input at critical stages. The initial engagement phase will focus on gathering input on existing programs, services, and community priorities for recreation. The midpoint engagement phase will present initial facility, program, and service recommendations for public review. The final engagement phase will allow us to share and collect feedback on the final conceptual plan recommendations. Our team will lead all communications, promotions, material development, and engagement activities, ensuring that public input directly shapes the final recommendations.

Community Workshops:

To maximize participation, open-house community events will be held at convenient times, allowing residents and stakeholders to provide input even if they cannot attend formal in-person presentations. To ensure an interactive and inclusive process, we will utilize live polling during sessions to capture real-time feedback, record and post sessions online to keep the community informed, and develop a structured process that includes defining what information to share and when, identifying the best methods for gathering feedback, clarifying the intended outcomes of public input, and establishing a standardized approach for posting and sharing information.

By implementing this thoughtful and inclusive engagement strategy, we will ensure that the future fieldhouse is shaped by the voices of the community and aligned with the city's long-term vision.



Above: Chris Kastelic leading Public Workshop

Needs Assessment:

The purpose of this task is to define and evaluate the unique recreational needs of the Rifle community and assess the area's ability to support a new indoor Field House that serves residents of all ages. Building on insights from the 2024 Parks and Recreation Community Survey, Ballard*King & Associates will lead this effort in collaboration with City staff and Collab.

This will include targeted stakeholder interviews and a project-specific community survey to evaluate resident interest in key program elements, their likelihood of using the facility, and their willingness to pay for memberships, drop-in fees, or rentals. Ballard*King will also analyze existing recreation data, including historical usage trends, financial data from local organizations, current partnerships (such as the use of school facilities), and any relevant lease or operational documents.

Findings from this assessment will inform market segmentation, program development, financial modeling, and operational strategies—ensuring the facility responds directly to community needs and expectations, as well as operational sustainability and longevity.

2. / Site Analysis:

Our approach to site analysis will take a holistic view of the project—evaluating how access, circulation, infrastructure, environmental conditions, and program needs intersect to shape the feasibility of development. While Metro Park is the preferred site and primary focus of the study, our team remains prepared to identify alternative options should unexpected constraints arise.

Design Concepts will lead the site analysis effort in close coordination with Collab Architecture. Their deep understanding of local conditions and prior experience working in the City of Rifle brings valuable insight into zoning, infrastructure, and development processes. This local expertise allows us to focus efforts efficiently at Metro Park while retaining the flexibility to assess other locations if needed.

Our analysis will explore the site's ability to support the proposed program, focusing on vehicular and pedestrian access, proximity to existing amenities, parking layout, environmental and topographic constraints, and compatibility with surrounding uses. As part of this effort, we will also evaluate the feasibility of a partial pool enclosure to support year-round aquatic access. Conceptual diagrams will illustrate how the facility could be organized within Metro Park, helping stakeholders visualize key relationships between the building, site functions, and community amenities.

Phase 2: Big Ideas

3. / Facility Design and Programming:

Developing the Right Mix of Programs:

As part of the feasibility study, we will work closely with Rifle Parks and Recreation staff and the project Steering Committee to evaluate and refine the programmatic vision for the future Field House. Informed by community survey data and stakeholder engagement, we will look beyond just “what fits,” focusing instead on how the facility can best serve Rifle—through inclusive programming, efficient space planning, long-term operational sustainability, and community impact.

We'll explore opportunities to support flexible recreation, fitness, wellness, and community gathering—balancing daily use needs with potential for special events, seasonal programming, and growth. As needed, we will develop a narrative around a potential pool enclosure and aquatic components, evaluating how they align with community priorities, budget, and long-term operations. Throughout this process, our team will consider connectivity, accessibility, sustainability, and cost-effectiveness to ensure the resulting plan delivers lasting value.

Concept Plan Development:

We will develop multiple high-level concept plan options that illustrate how the facility could take shape at Metro Park. These concepts will reflect the desired program elements while accounting for site constraints, circulation, and operational logistics. Through workshops with staff and stakeholders, we'll refine these ideas toward a preferred approach that balances vision, feasibility, and financial responsibility.

In tandem, we'll initiate discussions around operations, staffing, and revenue strategies to ensure programming decisions are grounded in long-term viability.

Thoughtful Planning

A key part of our approach is maximizing functional, programmable space within a compact, efficient footprint. During early planning, we focus on:

- Minimizing oversized corridors and reducing wasted circulation space
- Strategically locating support spaces like maintenance, storage, and mechanical rooms
- Designing flexible, multi-use rooms that serve varied programs throughout the day



Phase 3: Reliable Data

4. / Financial & Economic Analysis:

Pro Forma:

Understanding that new recreation facilities often experience heightened community interest and participation in their early years, Ballard*King will prepare a detailed pro forma that reflects these trends while accounting for long-term operational realities. The financial model will project annual revenues and expenses beginning in year one of operation, factoring in market capture rates, start-up costs, and anticipated growth curves. Long-term building life cycle considerations—such as warranties, scheduled maintenance, and system replacement timelines—will also be included to help the City anticipate capital needs over time.

Revenue Potential:

Revenue projections will be grounded in findings from community outreach and aligned with comparable facilities across Colorado. Ballard*King will evaluate income streams from memberships, daily admissions, punch passes, program fees, facility rentals, and special events. We will also benchmark Rifle's proposed fee structures against similar communities, and develop a five-year revenue recovery projection to illustrate how generated income offsets operational expenses.

Construction Cost Estimation:

Accurate construction cost modeling is essential to evaluating project feasibility and guiding design decisions. In partnership with DFH Consulting, one of the region's leading cost estimators, our team will provide detailed cost estimates aligned with the scale and complexity of the proposed Field House. From the outset, we will establish a conceptual cost model that reflects real-world construction conditions, material costs, and local pricing trends.

We employ a Target Value Design approach—establishing clear budget goals early in the process and continuously aligning programming, site layout, and system selections with those goals. This proactive budgeting methodology allows us to evaluate design decisions in real time, preventing costly redesigns and ensuring that scope, quality, and budget remain in alignment. As the project evolves, we will conduct value analysis exercises in collaboration with City staff and, eventually, the general contractor. These efforts will focus on identifying cost-effective alternatives that preserve the integrity of the project and prioritize community impact.

Funding Options:

Our team will identify and evaluate potential funding sources to support both development and long-term operations of the Field House. This includes public, private, and grant-based sources; traditional municipal financing mechanisms such as general obligation bonds and certificates of participation (COPs); and dedicated local revenue streams, such as sales or lodging taxes. These strategies will be informed by findings from the 2024 Community Survey to ensure alignment with public support and community readiness.



Above: Program Assessment for the Lake Arbor Community Center Master Plan produced by Ballard King, Collab Architecture, and Design Concepts

5. / Operational Plan:

Operational Framework & Budget:

To support long-term sustainability, Ballard*King will prepare a comprehensive operational budget. This will include staffing models for full-time, part-time, and seasonal employees, along with wage, benefit, and scheduling considerations. The analysis will also account for utilities, custodial and maintenance services, contracted operations (such as landscaping or security), and supplies for programs and general facility use.

A capital replacement fund will also be incorporated to ensure that the facility remains functional and up-to-date throughout its life cycle. This proactive approach to budgeting equips the City of Rifle with a realistic view of ongoing operational needs and resource planning.

6. / Impact Assessment:

Market Segmentation Analysis:

Using data gathered from the community needs assessment, Ballard*King will conduct a market segmentation analysis to understand how various user groups—both local and regional—will engage with the Field House over time. This includes defining the facility's primary and secondary service areas, identifying weekday versus weekend use patterns, and projecting utilization by activity type, age group, and user profile.

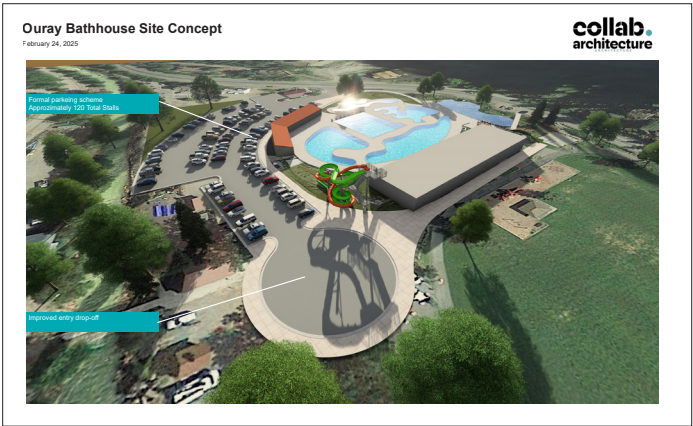
The analysis will also assess seasonal versus year-round use, helping inform staffing, scheduling, and program prioritization. Most importantly, it will help quantify the broader impact of the Field House—supporting Rifle's goals to improve access to wellness, promote community gathering, and strengthen recreational opportunities for all residents.

7. / Final Report & Recommendations:

At the conclusion of the feasibility study, our team will compile all findings into a clear, actionable final report that supports informed decision-making by City leadership. This report will summarize community feedback, site analysis, program recommendations, operational and financial modeling, and long-term development strategies—presented in a format that is accessible to both staff and the broader public.

Our team has successfully completed similar reports for the City of Arvada, City of Ouray, and the Town of Silverthorne, where our deliverables not only guided internal planning efforts but also served as effective tools for public communication. In several cases, these reports supported community education ahead of ballot initiatives and funding discussions, helping to build transparency, trust, and momentum.

For Rifle, we will ensure that the final document is visually engaging, easy to navigate, and adaptable for both presentations to City Council and public-facing outreach materials—providing a strong foundation for next steps in project development.



Above: (Top) Rendered Site Plan of Ouray Bathhouse & Community Center (Bottom) Concept Plan Report for Town of Silverthorne Recreation Center Expansion

OUR COMMITMENT TO PROJECT SUCCESS

Community-Driven Approach

We are deeply committed to the art of community building. As places grow and evolve, new facilities become more than just buildings—they become expressions of shared values, spaces that bring people together, and tools that elevate quality of life for all. Rifle’s future field house should reflect the area’s unique character and respond directly to the needs expressed by the people who live and work here.

Our approach prioritizes:

- Develop a facility rooted in Rifle’s values—supporting health, connection, and year-round recreation.
- Prioritize features identified by the community, including indoor turf, aquatics, walking track, and flexible spaces.
- Ensuring affordability and accessibility across all ages and income levels
- Designing multi-use, multi-generational spaces that adapt to local needs as they evolve.
- Acting as responsible stewards of public funds to ensure every investment maximizes community benefit.

Throughout this process, Rifle’s residents will remain integral to the conversation. From visioning to final design, we will collaborate closely to ensure the field house becomes a lasting reflection of the community’s priorities, values, and identity.

Maximize Value

Our process is built on realistic, data-driven conversations about programming, broad community appeal, and maximizing facility utilization. We focus on justifying where funds are allocated by ensuring that programs are efficiently scheduled, spaces are optimized, and investments provide long-term community benefits.

For every program and activity area, we ask:

- What are the initial construction and long-term operational costs?
- What is the benefit provided, who does it serve, and how frequently?
- Does the space serve a broad or narrow group, and does it maximize utilization?
- Can the space be shared? Can it be scheduled throughout the day or week for different user groups?

To ensure cost efficiency, we evaluate potential space allocations, square footage requirements, and preliminary construction costs for each space type. This includes not only activity areas but also support spaces, such as maintenance and custodial areas, which are critical to long-term operations.

By applying this thoughtful approach, we maximize programming within a more cost-effective facility, ensuring better value for Rifle and its residents. This strategy allows us to deliver high-quality recreation opportunities while making the most of available resources.

Thoughtful Programming

Affordable, accessible, and multi-generational community recreation enhances quality of life and reinforces community values. Programs and amenities designed with broad appeal—serving as many groups as possible—create a more rewarding recreational experience for all residents.

One thing is certain: recreation programs and trends will evolve. The most successful facilities are those that can adapt to change while maintaining a high-quality user experience. Key considerations for ensuring broad appeal include:

- Multi-use spaces are essential, but they must be carefully designed to maintain functionality—over-flexibility can lead to spaces that attempt to serve too many purposes and ultimately fail to serve any optimally.
- Programs that engage the broadest population will be the most operationally and financially sustainable over time.
- Spaces that accommodate multiple programs and user groups will naturally become the most highly utilized areas within the facility.

By focusing on versatile yet purpose-driven design, Rifle’s field house facility will provide lasting value, adapting to the evolving needs of the community while ensuring long-term operational success.

Efficient Planning

Recreation and sports environments must be designed to adapt to a wide range of needs, ensuring flexibility and long-term usability. The success of Rifle’s future field house facility will depend on spaces that convert easily and efficiently from one use to another. Throughout the planning and design process, we will emphasize key elements that enhance functionality, cost-effectiveness, and ease of maintenance.

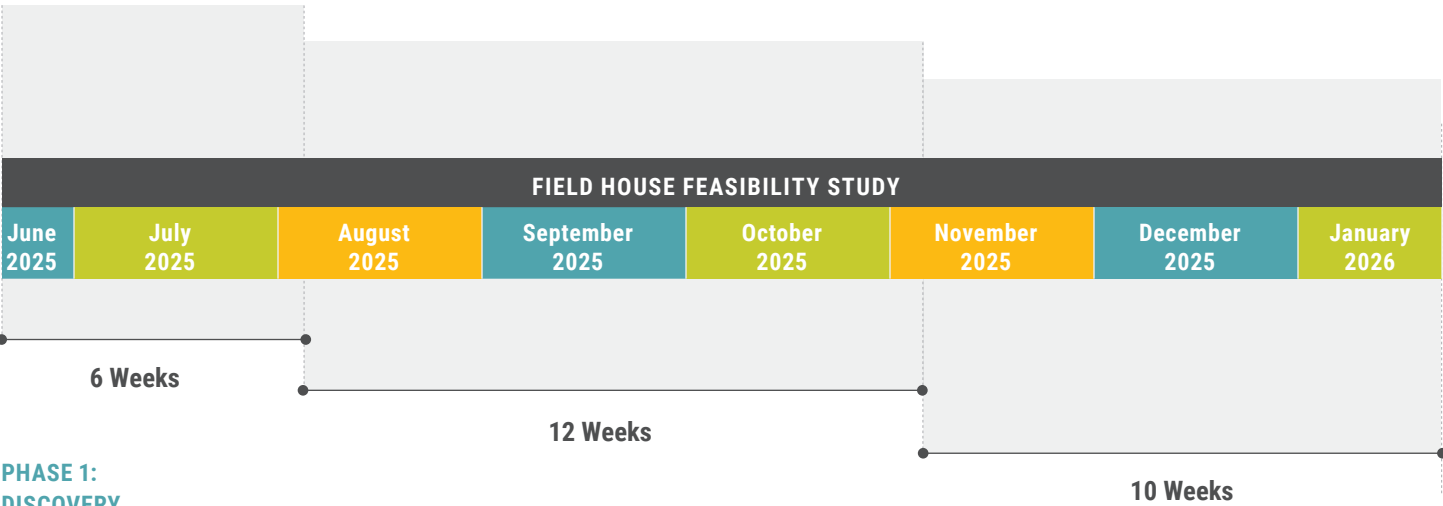
Key considerations include adjacent and ample storage, durable yet cost-effective materials (particularly flooring), and equipment that minimizes conversion times. A fundamental aspect of our cost-control philosophy is maximizing programmable, active space within the overall building footprint.

During early design studies, we will focus on:

- Creating the most efficient circulation layout by eliminating wasteful corridors.
- Strategically locating maintenance, storage, and infrastructure spaces to enhance accessibility while maximizing usable space.
- Centralizing infrastructure to reduce costs, minimize equipment sizing, and improve operational efficiency.

By prioritizing efficient design solutions, Rifle’s future recreation facility will be adaptable, cost-conscious, and optimized for long-term community benefit.

Below is a proposed schedule to complete the Field House Feasibility Study. We will collaborate closely with the City to refine the details upon contract award, ensuring the timeline is both achievable and aligned with the project’s goals.



PHASE 1: DISCOVERY

- In-Person Project Kick-Off Meeting and Orientation with Parks and Recreation Staff, Stakeholders, and City Representatives
- Review Existing Knowledge of Information Collected from the 2024 Parks and Recreation Community Survey
- Conditions of Satisfaction & Project Priorities
- Coordinate Environmental & Traffic Impact Assessment
- Finalize Schedule, Workplan & Project Parameters
- Base Mapping of Metro Park & Additional Site Options (as needed)
- Market & Needs Assessment
- Review and Analysis of Existing Pool
- In-Person Stakeholder Meetings & Interviews
- Summary Meeting with Parks and Recreation Advisory Board
- Phase 1 Summary Document to include:
 - Community Engagement Report
 - Site Analysis Report

PHASE 2: BIG IDEAS

- Development of Facility Conceptual Designs
- Aquatic Narrative (As Needed)
- Initial In-Person Community Engagement Session
- Initial Opinion of Probable Cost
- In-Person Review Meeting with Parks & Rec Staff & Community Focus Groups
- Development & Coordination with Consultants
- Review Presentation with Parks & Rec Staff & Stakeholders
- In-Person Community Engagement Session
- Summary Meeting with Parks and Recreation Advisory Board
- Phase 2 Summary Document

PHASE 3: RELIABLE DATA

- Final Program and Design Concept
- Exterior and Interior Renderings & Illustrations
- Operational and Revenue Business Plan
- Partnership Opportunities & Analysis
- Funding Option Summary
- Cost Estimate
- Financial and Economic Assessment
- Operational Plan
- Impact Study
- Presentation to City
- Final Feasibility Report

SPECIAL SERVICES

All subconsultants and their roles for this project are outlined in the organizational chart on page 5. We have also identified a list of aquatic advisors who will be engaged on an as-needed basis, pending further review and confirmation of aquatic program requirements for the facility.

	COLLAB ARCHITECTURE	DESIGN CONCEPTS (Landscape Architecture)	BALLARD KING (Recreational Planner & Operations Consultant)	DFH CONSULTING (Cost Estimation)	TOTAL
PHASE 1: DISCOVERY					
Fee	\$ 6,875	\$ 16,600	\$ 3,450	-	\$ 26,925
PHASE 2: BIG IDEAS					
Fee	\$ 13,750	\$ 9,815	\$ 8,050	-	\$ 31,615
PHASE 3: RELIABLE DATA					
Fee	\$ 6,875	-	\$ 13,950	\$ 9,775	\$ 23,725
Expenses	\$ 3,000	\$ 1,500	-	-	\$ 4,500
FEE TOTAL	\$ 30,500	\$ 27,915	\$ 25,450	\$ 9,775	\$ 93,640

STANDARD HOURLY RATES	
Principal Architect / Engineer	\$250 / hour
Project Manager	\$225 / hour
Project Designer / Engineer	\$145 / hour
Interior Designer	\$125 / hour
Model Technician / Clerical	\$115 / hour

ON-SITE PRESENCE

Collab's Mobile Office:

To support in-person collaboration, our team utilizes a mobile office setup that allows us to be on-site and engaged throughout the duration of a project. This approach helps reduce travel-related expenses, streamline coordination, and has even served as an opportunity to facilitate community engagement activities. We've successfully used this for projects in locations such as Ouray, Silverthorne, and the San Luis Valley to maintain a strong presence without driving up costs.



Above: Collab Architecture's Mobile Office

PROJECT REFERENCES

TOWN OF SILVERTHORNE RECREATION CENTER FEASIBILITY STUDY & EXPANSION

Steven Herrman,
Town of Silverthorne Recreation Center Manager
(970) 262-7375 | steven.herrman@silverthorne.org

CITY OF OURAY, HOT SPRINGS BATHHOUSE & COMMUNITY CENTER FEASIBILITY STUDY

Joe Brown,
City of Ouray, Parks and Recreation Director
(970) 325-7077 | jbrown@cityofouray.com

CITY OF ARVADA, LAKE ARBOR MASTER PLAN & COMMUNITY CENTER FEASIBILITY

Chad Hollingsworth, City of Arvada,
Senior Landscape Architect, Parks and Urban Design,
(720) 357-6428 | chollingsworth@arvada.org

CITY OF LOUISVILLE, RECREATION & SENIOR CENTER EXPANSION

Kathy Martin
Recreation Manager
(303) 335-4903 | kathym@louisvilleco.gov

PROJECT EXPERIENCE



This Page:
The lobby of the Williston Area
Recreation Center



TOWN OF SILVERTHORNE, RECREATION CENTER FEASIBILITY STUDY & EXPANSION

Silverthorne, Colorado | [Project by Collab Architecture & Chris Kastelic, DFH Consulting](#)

In the initial phase of our collaboration with the Town of Silverthorne, we focused on developing concept plans and programming options for a potential Recreation Center Expansion project. The existing facility required additional space to support the growing demands of the community, including new administrative offices for the recreation and IT staff, as well as expanded areas for multi-age programming. Our approach involved a thorough assessment of the current facility, gathering stakeholder input, and crafting cost-effective solutions to meet the town's needs.

A key objective of this phase was to produce concept designs and a final conditions assessment and feasibility report to support the Town's efforts to secure public approval for the project. Our firm played a critical role in both the technical design and strategic communication, creating two essential documents: a short, accessible report aligned with the Town's branding standards for public engagement, and a detailed, technical report tailored for town officials. These materials were instrumental in articulating the project's needs, purpose, and vision, helping to build community support.

As a result of our work, the community successfully passed a ballot measure approving the necessary funding for the expansion. Our firm has since been retained to continue with the next phase of design and programming, furthering our partnership with the Town of Silverthorne to bring this vital project to completion.

TYPE OF PROJECT: Addition

SERVICES PROVIDED: Feasibility Study, Site Planning, Architecture, Interior Design, Marketing Services, Cost Estimation

YEAR OF CONSTRUCTION: 2025 (In Construction)

PROJECT REFERENCE: Steven Herrman,
Town of Silverthorne Recreation Center Manager
(970) 262-7375 | steven.herrman@silverthorne.org

CITY OF ARVADA, LAKE ARBOR MASTER PLAN & COMMUNITY CENTER FEASIBILITY

Arvada, Colorado | [Project by Collab Architecture & Chris Kastelic, Design Concepts, & Ballard*King](#)

The Lake Arbor Community Center and Golf Course, established in the 1970s, have long served as cherished recreational hubs in Arvada, Colorado. The community center includes a 25-yard pool with a zero-depth entry, a pool slide, geysers, picnic areas, and adjacent parkland. The Lake Arbor Golf Course, which recently celebrated its 50th anniversary, features a scenic 18-hole course enjoyed by golfers of all skill levels.

Recognizing the need to revitalize these aging facilities, the City of Arvada has launched the Lake Arbor Community Center and Golf Course Master Plan. This initiative reimagines the future of the community center, pool, golf course, athletic fields, tennis courts, driving range, golf course restaurant, early childhood education facilities, and playgrounds. The goal is to ensure these spaces continue to meet the evolving needs of the community.

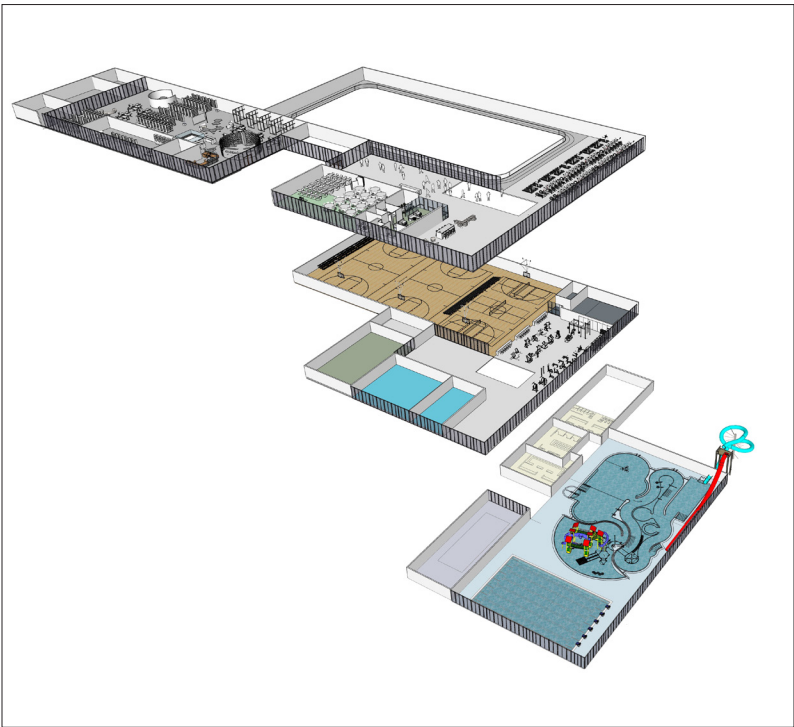
Robust community engagement is central to this effort. Input has been gathered through pop-up events at the Little Elementary Community Fair and Market, the golf course, HOA meetings, and collaboration with Apex Park and Recreation District, the City of Arvada, and the golf committee. Market and demographic analyses, along with community surveys, have further informed the process.

Through these collaborative efforts, we aim to create a master plan that reflects the community's vision, ensuring Lake Arbor remains vibrant, welcoming, and sustainable for generations to come.

TYPE OF PROJECT: Master Plan

SERVICES PROVIDED: Master Planning, Feasibility Study, Architecture, Landscape Architecture, Public Engagement

PROJECT REFERENCE: Chad Hollingsworth, City of Arvada,
Senior Landscape Architect, Parks and Urban Design,
(720) 357-6428 | chollingsworth@arvada.org



SAN LUIS VALLEY AQUATICS CENTER FEASIBILITY STUDY & CONCEPT DESIGN

San Luis Valley, Colorado | Project by Collab Architecture & Chris Kastelic

Collab Architecture partnered with SLV Aquatics to develop a feasibility study for a new aquatic facility in the San Luis Valley region. Spanning 8,000 square miles and home to 40,000 residents, the area currently lacks both indoor and outdoor public pools, making accessible recreational amenities a high priority. Given the region's low-income status, the need for a cost-effective and community-centered solution was crucial.

Initially, SLV Aquatics envisioned a 6-lane, 25-yard lap and leisure pool. However, after assessing community needs and economic feasibility, Collab produced three concept designs ranging from 13,500 to 23,000 square feet. These designs included various programmatic elements to address the specific needs of the region. Each option was accompanied by preliminary cost estimates, along with operations and revenue analyses, to ensure long-term financial sustainability

The selected design features an indoor lap and recreational pool with an outdoor sprayground for seasonal use. SLV Aquatics plans to leverage these concept designs to educate the public, gather support, and secure funding for the project. An important aspect of the project involved clarifying operational and programmatic considerations for the non-profit, which had not fully accounted for how these elements would affect long-term costs.

TYPE OF PROJECT: New Construction

SERVICES PROVIDED: Feasibility Study, Master Planning, Architecture, Cost Estimation, Campaign Funding

YEAR OF CONSTRUCTION: 2028

PROJECT REFERENCE: Grace Young,
San Luis Valley Aquatics
(716) 587-7878 | geyoung@adams.edu

CITY OF LONGMONT - RECREATION CENTER & LIBRARY FEASIBILITY STUDY

Longmont, Colorado | Project by Chris Kastelic & Design Concepts

The City of Longmont recognized the need for expanded recreation services and a new library facility to accommodate a growing community and aging facilities. Design Concepts, in collaboration with Chris Kastelic, conducted a comprehensive feasibility study, leading a community outreach process involving focus groups, public meetings, market analysis, programming, and conceptual design. The proposed project, situated on a 20-acre park site within Dry Creek Community Park, encompasses 70,000 square feet of recreational space, including indoor aquatics, gymnasiums, fitness areas, meeting rooms, childcare facilities, and a combined branch library. The master plan expands the park's developed area, introducing new outdoor amenities and a community recreation center.

Capitalizing on scenic western views, the center integrates indoor recreational facilities with outdoor spaces, offering amenities such as event spaces, outdoor classrooms, reading areas, a spray ground, fitness decks, picnic areas, pollinator gardens, bird buffers, neighborhood trail access, and ample parking. Design services included site analysis, land and circulation studies, conceptual designs, and public engagement, resulting in a feasibility study report and final schematic designs aligned with client objectives and community needs.

TYPE OF PROJECT: New Construction

SERVICES PROVIDED: Feasibility Study, Master Planning, Public Engagement, Campaign & Fundraising, Concept Design

YEAR OF CONSTRUCTION: 2023

PROJECT REFERENCE: Jeff Friesner,
Recreation Director, City of Longmont
(720) 394-9852 | jeff.friesner@longmontcolorado.gov



CITY OF SHAWNEE RECREATION MASTER PLAN AND RECREATION CENTER STUDY

Shawnee, Kansas | [Project by Chris Kastelic & Ballard King](#)

As part of a comprehensive Recreation Department Master Plan, our team conducted an in-depth analysis of the current level of services and amenities available in the area, identified existing gaps, and recommended strategies for addressing those gaps through the development of a new community center/indoor aquatic facility. Additionally, we assessed optimal site locations to best serve the community's needs.

In collaboration with Ballard*King, Chris Kastelic led a community engagement process to identify high-priority activities and explore potential partnerships for the facility. The study examined the facility's spatial and programmatic needs, outlining a model for economically viable operations. To support this vision, our team developed detailed conceptual drawings of the exterior, interior, and site layout, providing a clear framework for future development.

TYPE OF PROJECT: Recreation Feasibility Study

SERVICES PROVIDED: Site Planning, Feasibility Study, Architecture, Cost Estimation, Campaign Funding

YEAR OF CONSTRUCTION: 2020

PROJECT REFERENCE: Tonya Lecuru,
Executive Director
(913) 742-6402 | tlecuru@cityofshawnee.org

ESTES VALLEY RECREATION DISTRICT RECREATION CENTER FEASIBILITY STUDY

Estes Park, Colorado | [Project by Chris Kastelic](#)

The Estes Valley Recreation and Park District sought voter approval in the November 2015 election for a \$20 million bond to construct a community recreation center as an addition to the existing indoor pool facility.

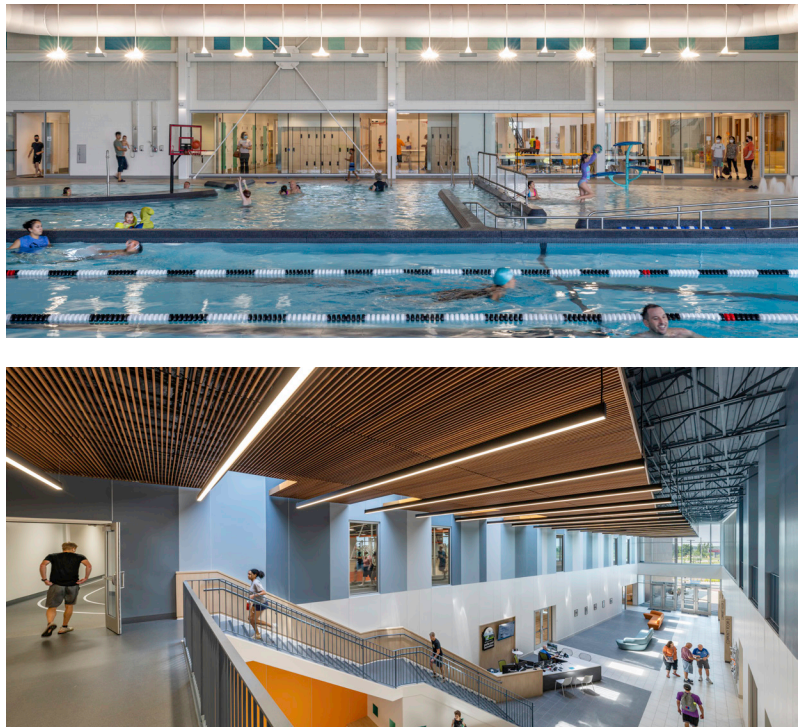
Chris Kastelic assisted the District in revising a previously completed study and refining the floor plans and exterior design to better reflect Estes Park and the Colorado design aesthetic. To build community excitement and awareness, the team produced plans, renderings, and fly-through election videos, effectively communicating the features and benefits of the proposed project.

The community center was designed to include a 15,000-square-foot senior center, a two-court gymnasium, a fitness center, a leisure pool (along with renovations to the existing lap pool), a branch library, a CrossFit tenant space, an indoor community garden, and various other multipurpose spaces.

TYPE OF PROJECT: Recreation Feasibility Study

SERVICES PROVIDED: Feasibility Study, Architecture, Public Engagement, Campaign Funding

YEAR OF CONSTRUCTION: 2015



TOWN OF JOHNSTOWN, COMMUNITY YMCA

Johnstown, Colorado | Project by Chris Kastelic

Following an evaluation of potential sites for the new community recreation center, the City of Johnstown selected a location along the civic corridor. This site, situated across from Town Hall and the main library, creates a connection between the civic corridor and the surrounding park and fields. The new center serves as a physical link between the city's central institutions and the adjacent natural areas, reinforcing a sense of community and accessibility.

This project included extensive community outreach, a feasibility study, site selection, and master planning to ensure the facility met the needs of Johnstown residents.

With nearly 70,000 square feet of recreational space, the facility features a 25-yard lap pool, a leisure pool, a two-court gymnasium, a large fitness center, an indoor track, and dedicated group fitness areas. Beyond its athletic and wellness offerings, the center includes large meeting rooms, four preschool classrooms, and a child-sitting center. Designed with an emphasis on openness, natural daylight, and vibrant color, the building enhances the recreational experience while fostering an inviting and engaging atmosphere.

TYPE OF PROJECT: New Construction

SERVICES PROVIDED: Feasibility Study, Architecture, Site Planning, Public Engagement

YEAR OF CONSTRUCTION: 2021

PROJECT REFERENCE: Chris Coker,
CEO, YMCA of NoCo
(303) 720-1402 | chris.coker@ymcanoco.org

CITY OF WEST LAFAYETTE, WELLNESS & AQUATIC CENTER FEASIBILITY STUDY

West Lafayette, Indiana | Project by Chris Kastelic

Nestled within Cumberland Park, one of West Lafayette's most beloved public green spaces, the new Wellness and Aquatics Center serves as a dynamic hub for health, recreation, and community engagement. The facility offers a diverse range of amenities, including indoor aquatics, gymnasium space, fitness and recreation areas, youth activity spaces, and community gathering areas. Envisioned by the City as a welcoming space for all, the center was designed to bring together people from all walks of life.

While a principal at Perkins & Will, Chris Kastelic developed the "one roof" concept, a sheltering environment reminiscent of a festival tent—a place where residents can connect, share experiences, and lead healthier lives. Unique features of the facility include entirely gender-equitable and inclusive locker rooms and restrooms, a hybrid recreational and therapeutic pool with a vortex and beach entry, and large multi-purpose gymnasium spaces designed to accommodate a wide range of sports and recreation programs.

This project was shaped by extensive community outreach and a feasibility study, ensuring that the center met the needs of residents. The facility achieved LEED Gold certification, with sustainability and inclusivity at the forefront of the design. Additionally, it was thoughtfully integrated into an existing community park and sports field complex, reinforcing its role as a central gathering place for recreation and wellness.

TYPE OF PROJECT: New Construction

SERVICES PROVIDED: Feasibility Study, Architecture, Public Engagement

YEAR OF CONSTRUCTION: 2019

PROJECT REFERENCE: Erik Carlson
Economic Development Director
(304) 716-2405 | erik@morgantownpartnership.com



CITY OF LOUISVILLE, RECREATION CENTER & SENIOR EXPANSION

Louisville, Colorado | [Project by Chris Kastelic, Design Concepts](#)

Originally built in 1991 as a design-build project, the Louisville Recreation Center remained largely unchanged for 25 years. As the community evolved, residents supported a major expansion and renovation, nearly doubling the facility's size to better serve the growing and active population.

The expansion extends west and south, with the new fitness center cantilevering over the main entry, offering stunning views of the Flatiron Mountains in Boulder and the Rocky Mountains beyond. The pool area was expanded to the south, featuring a veranda overlook with seating areas, a sprayground, and fire pits. Additional new amenities include a multi-use fieldhouse, family change rooms, and updated administrative offices.

This project was guided by extensive community outreach and a feasibility study, ensuring that the renovation aligned with the needs and priorities of Louisville residents. The effort also included campaign and fundraising support, with the development of campaign videos, a dedicated website, and public outreach initiatives to build awareness and secure funding. The expanded facility now offers a diverse range of recreational spaces, including aquatics, fitness, and community gathering areas, as well as a new senior center featuring a kitchen, library, and gathering spaces designed to foster connection and engagement for older adults.

TYPE OF PROJECT: Renovation & Addition

SERVICES PROVIDED: Feasibility Study, Architecture, Public Engagement, Campaign Funding

YEAR OF CONSTRUCTION: 2019

PROJECT REFERENCE: Kathy Martin

Recreation Manager
(303) 335-4903 | kathym@louisvilleco.gov

CITY OF COMMERCE CITY, BISON RIDGE RECREATION CENTER

Commerce City, Colorado | [Project by Chris Kastelic](#)

Commerce City is a community of contrasts, where emerging commercial development meets historic rural farmland. As the "prairie gateway," the recreation center embodies this unique balance, rooted in the past while looking toward the future.

Designed to reflect agrarian architecture, the center's clustered barn-like forms are carefully arranged across the sprawling 20-acre site, creating a sense of familiarity and connection to the land. Each pavilion represents a different activity center, while the courtyard spaces between them form intimate outdoor gathering areas, enhancing the community experience.

Material selections bridge traditional and contemporary aesthetics, incorporating metal siding, wood planks, stone, and corten steel to create a rich and varied texture that feels both timeless and forward-thinking.

This project was shaped by extensive community outreach and a feasibility study, ensuring that the facility meets the needs of Commerce City residents. The recreation center includes aquatic, fitness, and community spaces, offering a dynamic environment that supports wellness, recreation, and social engagement.

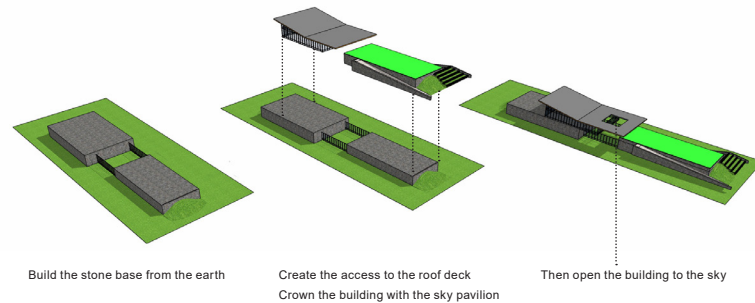
TYPE OF PROJECT: New Construction

SERVICES PROVIDED: Feasibility Study, Master Planning, Architecture, Public Engagement

YEAR OF CONSTRUCTION: 2018

PROJECT REFERENCE: Chad Redin,

Recreation Manager
(303) 289-3663 | credin@c3gov.com



CITY OF OURAY, HOT SPRINGS BATHHOUSE & COMMUNITY CENTER FEASIBILITY STUDY

Ouray, Colorado | [Project by Collab Architecture, Chris Kastelic, & DFH Consulting](#)

The City of Ouray Bathhouse replacement is a cornerstone project aimed at uniting residents and visitors through a shared community experience. As a historically significant destination and central part of the city's identity, the existing facility no longer meets the functional needs of today's users—whether year-round locals or seasonal tourists drawn to Ouray's natural beauty.

The new Bathhouse is envisioned as a modern community center—anchored by a full-service fitness center, flexible community spaces, updated locker rooms, administrative offices, and multi-use areas that can accommodate a wide range of recreational and social activities. The design emphasizes versatility and inclusion, ensuring the facility serves as both a wellness hub for residents and a welcoming destination for visitors.

Integration into the site is a guiding principle. The new facility is thoughtfully sited to strengthen connections with surrounding amenities, including Fellin Park, the hot springs, and existing trail networks. Outdoor features such as shaded gathering areas and a rooftop deck with panoramic views of the San Juan Mountains further tie the Bathhouse into the broader park experience, creating a seamless extension of Ouray's civic and recreational landscape.

Our team has led a comprehensive public engagement process, incorporating feedback from school-aged children, City staff, and the greater community to ensure that the design reflects Ouray's unique values and aspirations. In parallel, we are developing conceptual designs, cost estimates, and funding support documentation to help the City secure the resources necessary to bring this transformative project to life. The result will be a vibrant, inclusive, and enduring asset that honors the legacy of Ouray while supporting its future.

TYPE OF PROJECT: New Construction

SERVICES PROVIDED: Feasibility Study, Public Engagement, Architecture, Interior Design, Marketing Services, Cost Estimation

YEAR OF CONSTRUCTION: 2026 (Currently In Design)

PROJECT REFERENCE: Joe Brown,
City of Ouray, Parks and Recreation Director
(970) 325-7077 | jbrown@cityofouray.com

APPENDIX



This Page
The rooftop fitness deck at the West Lafayette Aquatic and Wellness Center

CHRIS KASTELIC, AIA, LEED AP
ARCHITECT & RECREATION SPECIALIST



EDUCATION

University of Arizona,
Bachelor of Architecture

REGISTRATIONS & AFFILIATIONS

Licensed Architect: CO, WY, MI, AZ, FL, NJ

American Institute of Architects (AIA)

National Council of Architectural
Registration Board (NCARB)

National Parks and Recreation Association

PROJECT ROLE: RECREATION SPECIALIST

Chris has been a national leader in community recreation planning and design for nearly three decades. He is an expert at immersing himself into the DNA of a community to understand the values, opportunities and guiding principles that lead to better public recreational environments. A regular speaker at recreation conferences, contributor to industry publications, and juror for Athletic Business and Recreation Management awards. His outstanding programming, planning and design skills are widely valued, and are a guiding voice to the project teams he leads. Chris has been the recipient of numerous design awards for sport and recreation projects including many of those listed below.

SELECT EXPERIENCE

Town of Silverthorne, Recreation Center Feasibility Study and Expansion - Silverthorne, CO
City of Ouray, Hot Springs Bathhouse Replacement - Ouray, CO
City of Arvada, Master Plan for Lake Arbor Community Center and Pool - Arvada, CO
City of Longmont Recreation Center and Library Study - Longmont, CO
San Luis Valley Aquatics, Feasibility Study and Concept Design - Monte Vista, CO
Town of Aspen, Recreation Facilities Master Plan - Aspen, CO
Town of Castle, Rock Philip Miller Park Plan and Improvements - Castle Rock, CO
City of Commerce City, Bison Ridge Recreation Center - Commerce City, CO
City of Fruita, Recreation Center and Branch Library and Study - Fruita, CO
Fraser Valley PRD, Grand Park Recreation Center and Study - Fraser, CO
Town of Johnstown, Community YMCA - Johnstown, CO
City of Breckenridge, Recreation Center Expansion and Study - Breckenridge, CO
City of West Lafayette, Aquatic and Wellness Center and Study - West Lafayette, IN
City of Fort Lupton, Community Recreation Center and Study - Fort Lupton, CO
City of Louisville, Recreation and Senior Center - Louisville, CO
Reunion, Community Master Plan and Recreational Facilities - Commerce City, CO
Teton Jackson Recreation Center Expansion and Study - Jackson, WY
Minneapolis Park Board, Cedar Riverside Recreation Study - Minneapolis, MN
Town of Merriam, Community Recreation Center - Merriam, KS
Town of Estes Park, Recreation Center Concept Feasibility Study - Estes Park, CO
City of Fort Collins, SE Recreation Center and Library Study - Fort Collins, CO
South Lake Tahoe, Recreation Master Plan and Recreation Center Study - Lake Tahoe, CA

RECOGNITION

2010 AIA Colorado Young Architect of the Year
AIA Awards of Merit for Recreation Projects:
AIA Denver 2001Charles Whitlock Community Center
AIA Western Mountain Region, 2000 Fort Lewis College Student Life Center
AIA North Dakota, 2013 Williston Area Recreation Center
AIA Indiana, 2023 West Lafayette Aquatic and Wellness Center
Athletic Business Facilities of Merit:
2007 Parker Fieldhouse
2010 Central Park Recreation Center
12 Recreation Management Outstanding Facility Awards

* Completed with Previous Firm

JORDAN LOCKNER, AIA, NCARB
FOUNDING PRINCIPAL



EDUCATION

University of Colorado
Bachelor of Environmental Design, focus
in Architecture (B. ENVD)

CERTIFICATIONS & AFFILIATIONS

Licensed Architect: CO

American Institute of Architects (AIA)

National Council of Architectural
Registration Board (NCARB)

COMMUNITY INVOLVEMENT

ACE Mentor

NoCo Unify

Respite Care Construction Committee

ENVD Alumni Advisory Board

PROJECT ROLE: PRINCIPAL ARCHITECT

Jordan believes that the root of all good architecture lies in fostering and supporting the communities it serves. As a lifelong hockey player, he has always viewed places of recreation as a second home, inspiring his passion for designing spaces that bring people together and promote wellbeing. His ability to listen, understand, and collaborate with clients, while coordinating and managing the design process and team, has led to successful outcomes on projects of all sizes.

From large-scale recreation center expansions for the Town of Silverthorne to the more modest needs of private business owners in the recreation space across Colorado, Jordan brings a thoughtful approach to every project. Recognized for his leadership and mentorship in the industry and community, Jordan's accolades include the 2022 University of Colorado ENVD Young Designer Award and being named a 2023 Northern Colorado 40 Under 40 Honoree.

SELECT EXPERIENCE

City of Arvada, Master Plan for Lake Arbor Community Center and Pool - Arvada, CO
Town of Silverthorne, Recreation Center Feasibility Study and Expansion - Silverthorne, CO
San Luis Valley Aquatics, Feasibility Study and Concept Design - Monte Vista, CO
City of Ouray, Hot Springs Bathhouse Replacement - Ouray, CO
Granby Ranch Ski Resort Master Planning - Granby Ranch, CO
Granby Ranch Ski Resort Grip Bay Maintenance Facility - Granby Ranch, CO
TPC Colorado Clubhouse - Berthoud, CO
Town of Superior, Community Center Remodel - Superior, CO
Town of Superior, Downtown Civic Center - Superior, CO
Westminster Ice Center at the Promenade Expansion - Westminster, CO
Athlete Tracker Hockey Training Facility - Westminster, CO
Loveland Yards Hockey Training Facility - Loveland, CO
Highland Meadows Tennis Center - Windsor, CO
D-Bat Baseball and Softball Facility - Windsor, CO
Windsor High School, Kula Performance Athletic Facility - Windsor, CO
Colorado Youth Outdoors, Outdoor Cook Shack - Timnath, CO

RECOGNITION

Jason Pettigrew Scholar - 2018
University of Colorado ENVD Young Designer Award - 2022
BizWest 40 Under 40 Honoree - 2023
CASA of Larimer County - Corporate Partner of the Year - 2024

* Completed with Previous Firm

BRYAN MERRITT

DESIGN MANAGER



EDUCATION

University of Oklahoma School of Architecture - Bachelor of Science in Environmental Design

Northeastern State University - Bachelor of Science in Industrial Management, Emphasis in Engineering and Design

PROJECT ROLE: PROJECT MANAGER

With over 27 years of experience, Bryan Merritt is a seasoned architectural designer with a diverse background spanning civic and cultural venues, performing arts centers, sports and recreation facilities, educational environments, historic preservation, and equestrian and specialized facilities. His strength lies in guiding projects from early planning through design development, ensuring alignment between design intent, performance goals, and client vision. Bryan is known for his thoughtful approach to design, strong communication skills, and ability to foster collaboration across multidisciplinary teams. He brings both large- and small-scale project experience and contributes meaningfully to studio culture through mentorship, creativity, and strategic thinking.

SELECT EXPERIENCE

Town of Silverthorne, Recreation Center Feasibility Study and Expansion - Silverthorne, CO
San Luis Valley Aquatics, Feasibility Study and Concept Design - Monte Vista, CO
City of Ouray, Hot Springs Bathhouse Replacement - Ouray, CO
Larimer County, Colorado Eagles Arena & Training Facility Concept Plan - Loveland, CO*
Larimer County, The Ranch Events Complex Master Plan - Loveland, CO*
National Western Complex, Sue Anschutz-Rodgers Livestock Center Arena - Denver, CO*
Adams County Multi-Purpose Arena - Adams County, CO*
International Olympic Committee (IOC) Fields of Play Manual*
Terra Verde Discovery Schools, Gymnasium & Multi-Purpose Center - Norman, OK*
Oklahoma State University, Colvin Student Recreation Center - Stillwater, OK*
City of Pauls Valley, Donald W Reynolds Recreation Center - Pauls Valley, OK*
University of Oklahoma, Aquatics Center - Norman, OK*
Newcastle School District, Early Childhood Center - Newcastle, OK*
Newcastle School District, Newcastle High School Performing Arts Center - Newcastle, OK*
City of Oklahoma City, Civic Center Music Hall Renovation - Oklahoma City, OK*

* Completed with Previous Firm

MICHAEL ALLER, AIA, NCARB, LEED AP

QA/QC MANAGER



EDUCATION

University of Michigan,
Master of Architecture

University of Iowa, Bachelor of Arts in
Architecture

CERTIFICATIONS & AFFILIATIONS

Licensed Architect: CO

LEED Accredited Professional

American Institute of Architects (AIA)

National Council of Architectural
Registration Board (NCARB)

PROJECT ROLE: QUALITY ASSURANCE AND QUALITY CONTROL MANAGER

With over four decades of experience in higher education and recreation facility design, Mick has successfully completed numerous projects for institutions across Colorado. His work has earned prestigious awards, including the AIA Colorado Citation Award and the F.W. Dodge Silver Hard Hat Award, recognizing excellence in design.

As the QA/QC Manager, Mick is dedicated to a thorough review process and delivering high-quality, tailored designs that meet the standards and expectations of the State of Colorado and the clients served.

SELECT EXPERIENCE

Town of Silverthorne, Recreation Center Feasibility Study and Expansion - Silverthorne, CO
San Luis Valley Aquatics, Feasibility Study and Concept Design - Monte Vista, CO
City of Arvada, Master Plan for Lake Arbor Community Center and Pool - Arvada, CO
City of Ouray, Hot Springs Bathhouse Replacement - Ouray, CO
Granby Ranch Ski Resort Grip Bay Maintenance Facility - Granby Ranch, CO
Adams State College, Baseball Complex - Alamosa CO*
Colorado State University, Moby Arena Additions and Renovation - Fort Collins, CO*
Colorado State University, Indoor Practice Facility - Fort Collins, CO*
Colorado State University, Sonny Lubick Field at Hughes Stadium Expansion - Fort Collins, CO*
Colorado State University, South College Gymnasium Renovation - Fort Collins, CO*
Colorado State University, Academic and Training Center Addition - Fort Collins, CO*
Colorado State University, Football Practice Field Synthetic Turf - Fort Collins, CO*
Colorado State University, Moby Arena Gym Floor Scoreboard Replacement - Fort Collins, CO*

AWARDS

AIA Colorado Citation Award - Sonny Lubick Field at Hughes Stadium Expansion, Colorado State University
F. W. Dodge Silver Hard Hat Award - Plant Sciences Building Renovation
National Associated Builders & Contractors, Award of Excellence - Plant Sciences Building Renovation
AIA Colorado North Chapter Merit Award - Fountainhead Offices
ACI Concrete Award - Fountainhead Offices
Masonry Institute of Michigan - Martin Luther King Community Hall
Michigan Society of Architects - Martin Luther King Community Hall

* Completed with Previous Firm



SHANEN WEBER, PLA
PRINCIPAL



EDUCATION

Colorado State University, Bachelor of Arts
in Landscape Architecture

REGISTRATIONS & AFFILIATIONS

Colorado Registered Landscape Architect
License #503, 2008

PROJECT ROLE: PRINCIPAL PLANNER & LANDSCAPE ARCHITECT

Shanen uses a holistic approach to planning and design and is mindful of every detail of the landscape in which she works. She is known for developing successful working relationships with clients and collaborates with them to establish a vision for each project. Being a Colorado native with over 30 years of experience, Shanen’s skills span from project master planning, detailed site design, and public facilitation to construction documents and construction administration. In addition to her project responsibilities, she is Vice President and Principal of Design Concepts. Shanen’s commitment level for this project will be 75%.

SELECT EXPERIENCE

Birch Park - Rifle, Colorado

Boyd Lake State Park Campground - Loveland, Colorado
Centennial Park - Rifle, Colorado
CPW Gunnison Service Center - Gunnison, Colorado

Deerfield Regional Park - Rifle, Colorado

Erie Community Park - Erie, Colorado
Fairplay Athletic Park - Fairplay, Colorado
Founders Park - Superior, Colorado
Home Farm Streetscape - Westminster, Colorado
Jewell Wetlands - Aurora, Colorado
Louisville Parklets - Louisville, Colorado
Neighbors Point Park - Firestone, Colorado
Paintbrush Park - Meeker, Colorado
Raffety Park - Granby, Colorado
Riverdale Regional Park Land Use Plan - Brighton, Colorado
Rock Creek Parkway Streetscape - Superior, Colorado
Scott Carpenter Park - Boulder, Colorado
Snow Mountain Ranch Family Adventure Park, YMCA Summer Tubing Hill, Spruce Saddle
Destination Playground - Granby, Colorado
Star Meadows Park - Erie, Colorado
Strasburg Strategic Plan - Strasburg, Colorado
Strasburg Town Park - Strasburg, Colorado
Sweitzer South Shore Campground - Delta, Colorado
Town Park - Meeker, Colorado
Two Hunters Park - Firestone, Colorado
Wildflower Park - Superior, Colorado
Willow Park - Longmont, Colorado



WALTER NIEUWLANDT
PROJECT MANAGER



EDUCATION

Colorado State University, Bachelor of Arts
in Landscape Architecture

PROJECT ROLE: PROJECT MANAGER

Growing up in Colorado, Walter has always been surrounded by inspiring and meaningful landscapes. He finds inspiration in the value that people put into landscapes big or small, and how they become a part of their life and identity. Walter has worked on commercial and public designs and enjoys working on the diverse palette of landscapes in Colorado. Walters commitment level to this project will be 100%

SELECT EXPERIENCE

Berkeley Commons - Berkeley, California
Birch Park - Rifle, Colorado
Boyd Lake State Park - Loveland, Colorado
Butterfield Crossing Park - Castle Rock, Colorado
Frederick Recreation Area & Centennial Park - Frederick, Colorado
Fulton Park - Aurora, Colorado
Genesis Marina and San Francisco Bay Trail Design - Berkeley, California
Kingsborough Park - Aurora, Colorado
Midway Park Master Plan - Broomfield, Colorado
Rifle Mountain Park - Rifle, Colorado
Sky Park - Thornton, Colorado
Sweitzer Lake State Park - Delta, Colorado
Utah Park - Aurora, Colorado
Village East Park - Aurora, Colorado
Walter Nieuwlandt - Project Manager

SCOTT CARON
SENIOR ASSOCIATE



EDUCATION

University of Missouri, Bachelor of Science
in Parks, Recreation & Tourism

Certified Parks & Recreation Professional

REGISTRATIONS & AFFILIATIONS

Missouri Parks & Recreation Association

Texas Recreation & Parks Society

National Recreation & Park Association

Sports Events and Tourism Association

PROJECT ROLE: RECREATIONAL PLANNER & OPERATIONS CONSULTANT

Scott began working with Ballard*King & Associates in 2017 and brings over 25 years of experience in parks and recreation. During his time with B*K, Scott has utilized in-depth data and analysis to guide clients through the master plan process. His involvement with projects includes feasibility studies, master plans and operational assessments

Prior to joining B*K, Scott held several positions while working within a wide variety of different governance, including recreation commissions, park districts, and municipalities. As a former Parks and Recreation Director, Scott has led the approval, design, and construction of projects in excess of \$50 million and managed both indoor and outdoor facilities.

Scott is enthusiastic about the assessment and planning process, both as a consultant and as a professional in the field. He understands the need to have a plan that provides the necessary information to guide the decision-making process and prioritization for the future. At the same time, he realizes importance of flexibility, so that a plan can adjust to changes. Scott brings a unique perspective to the master planning process in that he has implemented master plans. This firsthand implementation experience helps focus the recommendations he provides.

Scott's approach as a recreation professional and consultant melds analytical data with industry knowledge and options. He recognizes decisions need to be made balancing needs and wants while taking into consideration organizational and local preferences.

SELECT EXPERIENCE

- St. Charles Mesa Community Recreation Center Master Plan - Pueblo, CO
- Johnstown Aquatic Center Feasibility Study - Johnstown, CO
- Cañon City Aquatic Center Feasibility Study - Cañon City, CO
- Craig Recreation Center Study - City of Craig, CO
- Manitou Springs Pool & Fitness Center Feasibility Study - City of Manitou Springs, CO
- Pella Recreation Center Operation Plan and Economic Impact - Pella, IA
- Bozeman Recreation Center Operation Plan - Bozeman, MT



JENISE JENSEN
SENIOR ASSOCIATE



EDUCATION

Colorado Mountain College, Associate of
Arts

FEMA Emergency Mgmt. Institute, National
Incident Management System (NIMS) IS-
00700.a Certified

FEMA Emergency Mgmt. Institute, National
Response Framework IS-00800.b Certified

REGISTRATIONS & AFFILIATIONS

Colorado Parks & Recreation Association

Missouri Parks & Recreation Association

National Recreation & Park Association

Athletic Business

Ice Sports Industry

PROJECT ROLE: RECREATIONAL PLANNER & OPERATIONS CONSULTANT

Prior to joining B*K, Jenise held a variety of positions with both public and private recreation agencies. She served as Assistant Director of Parks, Recreation & Art for the City of Chaska, MN; Ice Arena Manager, Recreation Center Manager and Administrative Manager for the Town of Breckenridge Recreation Department, CO; and Recreation Coordinator for the City of St. Peters, MO. In addition, she worked for private ice arenas in Texas and Georgia and has served on a number of recreation related non-profit boards.

Jenise has experience with a variety of operational and leadership models, from subsidized recreation to enterprise models to for profit facilities. She has experience with operations, programming, marketing and administrative practices for recreation facilities and multi-facility departments. Jenise has helped lead the approval, design, and renovation of projects in excess of \$17 million, and managed both indoor and outdoor facilities. One of Jenise's strengths is creativity and marketing, combined with the ability to create new, interesting and successful revenue-generating programs.

Jenise has spoken and presented to Town/City Councils, Citizen Advisory Boards, and recreation organizations, such as the National Recreation and Parks Association, Athletic Business, Colorado Parks and Recreation Association, U.S. Figure Skating, and the Ice Sports Industry. She served as an Assistant Media Supervisor for the 2002 Olympic Winter Games in short track speed skating and figure skating, two of the highest profile events of the Games. All of these varying roles have shaped her appreciation for the challenges of successfully navigating within a variety of leadership and organizations to reach common goals.

SELECT EXPERIENCE

- Lake Arbor Community Center Master Plan - Arvada, CO
- City of Lamar Recreation Master Plan - Lamar, CO
- Erie PROST Strategic Plan Update - Erie, CO
- East Boulder Community Center Feasibility Study, Boulder - County, CO
- Recreation Campus Feasibility Study, Richmark Companies - Greeley, CO
- Community Hockey Ice Arena Study - Farmington, MN
- Community Center Operations Plan & Feasibility Study - Upper Macungie Township, PA



DAVID F. HOFFMAN, PE

Cost Estimator



EDUCATION

Colorado State University,
Master of Business
Administration

Bachelor of Science,
Civil Engineering

University of Southern Colorado,
Associates of Applied Science in
Engineering & Mathematics

REGISTRATIONS & AFFILIATIONS

Professional Engineer, CO

Board Member & Secretary,
Hunting Hill Metropolitan District

Board Member and 2018
President, HomeAid Colorado

PROJECT ROLE: COST ESTIMATOR

Dave started his construction career in 1978 as an estimator and office engineer. Ultimately, he directed his talents as an estimator, gaining experience as a senior estimator and chief estimator, eventually becoming responsible for the management of the Preconstruction Services Department and later the Vice President of Preconstruction Services at a large regional general contracting firm. Dave has been involved in literally hundreds of projects throughout Colorado and Wyoming in his career, encompassing all types of commercial, technical, and institutional buildings, as well as heavy construction projects. Dave has a long track record of providing accurate, easy to follow cost estimates that deliver useful information on construction costs and alternatives for Owners and Designers to use in their decision making. In his career, he has worked with numerous clients on a repeat basis.

SELECT EXPERIENCE

Apex Fieldhouse – Arvada, CO

Apex Indoor Tennis Facility – Arvada, CO

Arboretum at Copperleaf Community Center

Breckenridge Recreation Center Expansion – Breckenridge, CO

Castle Rock Recreation Center Addition and Renovation

City of Aspen Recreational Facility Expansion/Remodel Master Plan – Aspen, CO

Commerce City Senior Center Remodel – Commerce City, CO

Denver Broncos Headquarters Expansion

Denver Broncos Indoor Practice Facility

Erie Community Center

Evergreen Buchanan Recreation Center Expansion – Evergreen, CO

Family YMCA of Natrona County Aquatics Addition – Casper, WY

Foothills Indoor Sports Facility – Denver, CO

Fort Lupton Recreation Center Expansion – Fort Lupton, CO

Fort Morgan Fieldhouse – Fort Morgan, CO

Goodson Recreation Center Locker Room Remodel

Green Valley Ranch Recreation Center Aquatics Addition

Greeley Family Funplex Remodel – Greeley, CO

Johnstown Community Recreation Center – Johnstown, CO

Lone Tree Recreation Center

Louisville Recreation Center Additions and Renovation – Louisville, CO

Northridge Recreation Center Entry Addition and Renovation

Parkside Community Center

Parkside Community Center – Broomfield, CO

Parker Fieldhouse

Tahoe Recreation & Swim Complex Reconstruction – South Lake Tahoe, CA

Town of Silverthorne, Recreation Center Feasibility Study & Expansion – Silverthorne, CO

U.S. Olympic Training Center Hydrotherapy Pools – Colorado Springs, CO

U.S. Olympic Training Center Master Plan – Colorado Springs, CO

U.S. Olympic Training Center Olympic Pathways at Visitors Center – Colorado Springs, CO

Westminster City Park Recreation Center Fitness Addition

04072025 - City of Rifle-Parks and Recreation Field House Feasibility Study Interviews Average Scores		
Committee Member	Collab Architecture	VICTUS ADVISORS
1	82.00	77.00
2	94.00	86.00
3	72.00	67.00
4	92.00	83.00
Total	340.00	313.00
Average	85.00	78.25

04072025 - City of Rifle-Parks and Recreation Field House Feasibility Study											
Committee Member	TAG Project Management	Sports Facilities Companies	Berry Dunn McNeil & Parker,	Power Wellness	Rosenfeld Design, LLC	Land+Shelter: Architecture and Planning	Pros consulting inc	Collab Architecture	Confluence	VICTUS ADVISORS	The Innovation Group
1	68.00	76.00	67.00	89.00	85.00	76.00	81.00	92.00	79.00	88.00	82.00
2	84.50	61.00	80.00	89.00	84.00	78.50	81.50	84.50	77.00	78.50	78.50
3	73.00	85.00	80.00	79.00	77.00	78.00	76.00	81.00	78.00	85.50	76.00
4	70.00	74.00	82.00	84.00	81.00	86.00	80.00	87.00	80.00	93.00	80.00
Total	295.50	296.00	309.00	341.00	327.00	318.50	318.50	344.50	314.00	345.00	316.50
Average	73.88	74.00	77.25	85.25	81.75	79.63	79.63	86.13	78.50	86.25	79.13

DEPARTMENT OF PARKS AND RECREATION

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6570



MEMORANDUM

TO: Iris Trevisano, Grant and Procurement Manager

FROM: Austin Rickstrew, Parks and Recreation Director

DATE: May 29, 2025

SUBJECT: Award Recommendation – Collab Architecture – Feasibility Study

Following the proposal review process, the review committee recommends that we proceed with awarding the feasibility study contract to Collab Architecture. Their proposal demonstrated a strong understanding of our project goals, a comprehensive methodology, and relevant experience with municipal feasibility studies that align well with our needs.

Please note that this project was not included in the original 2025 budget, so proceeding will require a supplemental appropriation to cover the cost of the feasibility study. Given the study's importance in informing future capital investments and ensuring the project's success, I believe it is a justified and necessary expense.

Please proceed with the necessary steps to finalize the award and initiate contract negotiations with Collab Architecture. Let me know if you need any additional documentation or information from me to support the supplemental budget request or the award process.

Respectfully,

Austin Rickstrew



Memo

To: Rifle City Council
CC: Patrick Waller, City Manager, Austin Rickstrew, Parks and Recreation Director
From: Iris Trevisano, Procurement and Grant Reporting Manager
Date: June 4, 2025
Subject: Parks and Recreation Field House Feasibility Study

Background

The City of Rifle Parks and Recreation Department is conducting a feasibility study to explore the potential for constructing a Field House aimed at enhancing recreational opportunities for the community. This initiative is in response to the 2024 Parks and Recreation Community Survey, which revealed strong local interest in expanded indoor facilities for year-round youth and adult sports, fitness programs, and multi-purpose spaces. The study will focus on key factors including site selection, facility design, financial analysis, operational viability, and economic and community impact. The goal is to assess the feasibility of creating a facility that meets the diverse needs of the community while ensuring long-term sustainability and positive contributions to local development.

Request for Proposal Process

An RFP was issued via Bidnet and remained open for five weeks, inviting proposals from qualified firms. A mandatory pre-bid meeting, held via Zoom, drew 28 participants. At the close of the submission period, the City received 11 qualified proposals.

A selection committee was established to evaluate and score the proposals. Based on the

04072025 - City of Rifle-Parks and Recreation Field House Feasibility Study											
Committee Member	TAG Project Management	Sports Facilities Companies	Berry Dunn McNeil & Parker,	Power Wellness	Rosenfeld Design, LLC	Land+Shelter: Architecture and Planning	Pros consulting inc	Collab Architecture	Confluence	VICTUS ADVISORS	The Innovation Group
1	68.00	76.00	67.00	89.00	85.00	76.00	81.00	92.00	79.00	88.00	82.00
2	84.50	61.00	80.00	89.00	84.00	78.50	81.50	84.50	77.00	78.50	78.50
3	73.00	85.00	80.00	79.00	77.00	78.00	76.00	81.00	78.00	85.50	76.00
4	70.00	74.00	82.00	84.00	81.00	86.00	80.00	87.00	80.00	93.00	80.00
Total	295.50	296.00	309.00	341.00	327.00	318.50	318.50	344.50	314.00	345.00	316.50
Average	73.88	74.00	77.25	85.25	81.75	79.63	79.63	86.13	78.50	86.25	79.13

initial scoring, the two highest-rated firms were invited for interviews. Proposals and interviews were assessed on several criteria, including qualifications, relevant experience, project approach, proposed timeline, cost, and inclusion of a landscape architect. A scoring rubric—outlined in the RFP—guided the evaluation, with emphasis on technical expertise, past performance on municipal park projects, and the clarity and feasibility of the implementation plan.





04072025 - City of Rifle-Parks and Recreation Field House Feasibility Study Interviews Average Scores		
Committee Member	Collab Architecture	VICTUS ADVISORS
1	82.00	77.00
2	94.00	86.00
3	72.00	67.00
4	92.00	83.00
Total	340.00	313.00
Average	85.00	78.25

Staff Recommendation

After a careful evaluation process, the selection committee recommends that City Council approve Collab Architecture to conduct the Field House Feasibility Study for \$93,640. Collab stood out for its qualified team, strong experience with similar projects, and a clear plan that includes community input, site analysis, design concepts, and financial planning. Their proposal meets all RFP requirements, including the inclusion of a landscape architect, and offers a cost-effective solution with a realistic timeline. Collab's approach aligns with the City's vision, making them the best choice to lead this important project.

Thank you,
Iris Trevisano

Procurement and Grant Reporting Manager



CITY OF RIFLE
202 RAILROAD AVENUE • P.O. BOX 1908 • RIFLE, CO 81650
WWW.RIFLECO.ORG



**CITY OF RIFLE
PURCHASE REQUEST**

1.	Vendor Name	NEW: W-9 attached ☒
	Collab Architecture	

2.	Vendor Address
	9217 Eastman Park Drive, Unit 3

3.	For the Purchase of (description)
	City of Rifle-Parks and Recreation Field House Feasibility Study

4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.
	93,640	0	

5.	Dept. Name	General Ledger Acct #

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

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

8.	Authorization Required	
	☒	City Manager
	☒	City Council

9.	Signatures		
	Position	Signature	Date
	Department Director	<i>Austin Rickstrew</i>	05/28/2025
	City Manager		
	City Council Approval (meeting date)		
10.	Purchase Order # assigned by Finance		



TABLE 1 - IS A PURCHASE ORDER NECESSARY

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

TABLE 2 - METHODS OF SOURCE SELECTION

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

TABLE 3 - LOCAL VENDOR PREFERENCE

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



Agenda Item #9.a.

Agenda Item Name:

Report to City Manager

Presenter:

Patrick Waller, City Manager

Item Description:

Staff report on notable tasks completed within the individual departments.

Recommended Action:

No action necessary

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

None

Executive Summary:

Work Report to City Manager
5/30/2025

Notification Requirements:

None

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. 05.30.2025 Report to City Manager
2. 2025.05.30 Rep. Hurd Letter - City of Rifle
3. Engineering Dept. Report 5.29.25
4. 2025 April Traveler Forecast Report
5. CM Update HB25-1147

6. HB25-1147 VETO

WORK REPORT TO CITY MANAGER

05.30.2025

PUBLIC WORKS

Administration Projects

- On-going AutoCAD work for Rifle Specifications Manual
- Assembly of RFP for Veteran's Memorial Park construction drawings
- Limble data acquisition
- Watershed permit management for Garfield Airport De-icing operation
- Filed 2025 DRMS Material Resource Area Mining Permit Fee

Fleet

- Normal fleet maintenance operations.
- Fleet Administrator office continued setup – filing and record mgmt..
- Diagnosis of the Unit 2003 – 2008 Volvo Front End Loader transmission issue; servicing the same – complete
- DOT Inspection – Unit 1402
- Working with Fleet Administrator on various fleet management tasks.
- Unit 2679 – Elgin Sweeper Transmission Speed Monitor Error – correction in progress

Operations & Maintenance

- Street sweeping
- Construction of approx. 700 LF of sidewalk along Acacia Avenue and adjacent to Wamsley Elementary sidewalk: two Handicap Ramps on south end. [Pedestrian Safety Project]
- Construction of entrance apron and sidewalk associated with entry into parking: 95% for parking lot on Park Ave.
- Re-pave at 890 Hickory Drive: damage due to icing.
- Repair of Curb & Gutter at West Ave and W. 3rd
- Improvement of storm inlet at Ute Ave and E. 12th and correction of drainage outfall

Looking Ahead Two Weeks

- Parking garage deck caulking and sealing; this will have ramifications to deck utilization.
- Cleaning of Storm Drain at Centennial and Railroad Ave
- Recovery of surface below Petri slide area; disturbed during flood mitigation

PARKS & RECREATION

- We have received eight proposals in response to the RFP for the South Rifle Master Plan project. The review committee is currently evaluating the proposals. We are also still waiting to hear about the DOLA planning grant.
- We are still moving forward with Birch Park construction documents. Our 100% review meeting will be on June 11.
- We are in full swing of seasonal operations. Our department currently has 130 employees, of whom 15 are year-round full-time employees. A huge thank you to our HR team for onboarding over 110 seasonal employees so far.
- The parking lot added at 638 Park Avenue is almost complete. The only thing left to complete is fencing.

HUMAN RESOURCES

- Over the last month HR has supported departments in completing hiring of 1 PT-benefitted employee and 38 seasonal employees. We continue to conduct interviews and actively recruit for vacant positions.
- We have also supported in providing required training for seasonal staff.



CONGRESS OF THE UNITED STATES
HOUSE OF REPRESENTATIVES
WASHINGTON, D.C. 20515

HOUSE NATURAL
RESOURCES COMMITTEE

HOUSE TRANSPORTATION AND
INFRASTRUCTURE COMMITTEE

HOUSE SCIENCE, SPACE, AND
TECHNOLOGY COMMITTEE

May 30, 2025

Patrick Waller
Town Manager
City of Rifle
202 Railroad Avenue
Rifle, CO 81650

Dear Mr. Waller:

Thank you for submitting your Fiscal Year 2026 Community Project Funding requests. After carefully reviewing more than 55 applications, I am pleased to inform you that I have submitted the Garfield County Drug Testing Public Safety Initiative request to the House Appropriations Committee.

I wanted to thank you for submitting a Community Project Funding request to my office, and I will continue to emphasize my support for your request to the House Appropriations Committee. Please note that submissions to the Appropriations Committee do not guarantee their inclusion in a final appropriations bill. In addition, funding is limited, and the Appropriations Committee may only be able to provide partial funding.

As your Representative, I am committed to serving Colorado's Third District and look forward to continuing working with you.

Sincerely,

A handwritten signature in black ink that reads "Jeff Hurd". The signature is written in a cursive, flowing style.

Jeff Hurd
Member of Congress



DEPARTMENT OF ENGINEERING
DIRECTOR'S REPORT
30-APR-25

	Project	Projected Over/(U 2025 Budgeted Amount	Awarded Bid/Grant	Description	2025						2026																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
					May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
Street Projects	Net Maintenance Expenses	\$	(103,488.38)		Crack Seal, preventative patience extending roadway life of: Baron Lane, Blacktail, Wapiti, Wapiti Ct, Smith St, S 7th St, S Whiteriver, Access Road, Pioneer Mesa I, Park Ave, Creekside Dr, Howard, Birch, Columbine Ct, 26th St, Meadow Circle, W 29th St, Willow										completed																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		

Summary: All 2025 street projects are either contracted or out to bid. The Penwell Transmission Line is contracted and aquiring materials. The SEP water quality project recieved bids and is currentyl value engineering with the successful bidder to keep the project within budget. Morrow Drive and the Whiteriver Sewer Replacement are out for bid. With construction bidding complete design RFPs will begin for 2026 construction projects. Currently these designs include East Avenue 1st to 5th and a water distribution line to Rifle Village South and will be posted in June and July.

Two Week Look Ahead: The waterline on 5th will be complete and the Ute waterline will be under construciton. Rebuilding of the 5th Street Roadway will be ongoing. The HWY 13 Bridge will be substantially complete. Park Avenue will be ready for asphalt.



Garfield County Traveler Program



2025 Traveler Actual and Forecasted Service and Cost Monitoring Report



2025 Traveler Actual and Forecasted Service and Cost Monitoring Report

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April 2025 Summary

This is intended to be a Traveler year-to-date Actual and Forecasted Service and Cost monitoring report for the 2025 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 **April 2025**, so the numbers could change significantly over the course of the year for a wide variety of reasons. However, based on one-third of the year's data, a number of observations can be made, as follows:

1. **2025 One-Way Passenger Trips Forecast:** When year-to-date actuals thru April's one-way passenger trips are forecasted out to year-end by multiplying them by 3 for each jurisdiction, they could total approximately **17% more** than the total one-way passenger trips forecast that was budgeted in the 2025 7-Party MOU.
2. **2025 Loaded Miles Forecast:** Similarly, at year end, actual Loaded Miles could total approximately **24% more** than the forecast that was used to budget in the 2025 7-Party MOU.
3. **2025 Loaded Minutes Forecast:** Similarly, at year end, actual Loaded Minutes could total approximately **14% more** than the forecast that was used to budget in the 2025 7-Party MOU.
4. **Total 2025 Traveler Cost Forecast:** As of **April 2025**, the year-end forecast for actual costs is approximately **\$1,560 under** budget. However, one-way passenger trips, loaded miles, and loaded hours are being redistributed among the participating jurisdictions, and the net costs for RFTA jurisdictions and Silt are **increasing** by **\$1,947** and **\$2,712**, respectively, while the net costs for Garfield County and Rifle are **decreasing** by **\$780** and **\$5,439**, respectively.
5. **Cost-Effectiveness:** If the current upward trend in one-way passenger trips, loaded miles, and loaded minutes, continues, the cost-effectiveness of the service should continue to improve as long as there isn't a corresponding increase in costs. The chart below, using four months' data to forecast out to year-end, indicates the following efficiencies could be achieved:

Performance Measure	YTD Forecast	MOU Budget	\$ Variance	% Variance
Total Cost Per One-Way Psgr. Trip	\$ 66.54	\$ 77.94	\$ (11.40)	-15%
Total Cost Per Loaded Mile	\$ 13.40	\$ 16.71	\$ (3.31)	-20%
Total Cost Per Loaded Minute	\$ 3.59	\$ 4.11	\$ (0.52)	-13%

6. **Garfield County Cambro:** In April 2025, there were 36 Cambro deliveries, and 132 Cambro deliveries year-to-date. Using the estimated Garfield County cost per one-way passenger trip of \$81.27, April Cambro cost is \$2,925.72, and year-to-date cost is estimated \$10,727.64.

2025 Forecast - 04-2025: Year-To-Date and Annualized Cost and Service Data

Line Item	Breakdown	Pay Periods		Annualized	2025 Forecast	Variance
		2025 Budget	YTD Actual			
Salaries Supervisor Ops Dpt		103,718	29,781.78	99,728	103,790	72
Salaries NonCDL Bus (FTYR) Ops Dpt		230,335	62,975.85	210,882	224,320	(6,015)
Salaries NonCDL Bus (PTYR) Ops Dpt		32,271	23,237.29	77,813	61,670	29,399
Salaries Transit Dispatch		82,964	17,857.80	59,799	62,160	(20,804)
Salaries Mechanics Mtn Dpt		51,100	15,062.20	45,187	56,483	5,383
Alternative Activity		2,550	-	-	2,550	-
Overtime Pay		10,300				1,870
Overtime Pay - Supervisors	4,000		87.55	293	1,820	
Overtime Pay - nonCDL FT	3,300		1,925.11	6,446	7,280	
Overtime Pay - nonCDL PT	-		329.45	1,103	330	
Overtime Pay - Transit Dispatch	3,000		643.14	2,154	2,740	
Bonus Pay		2,060				690
Bonus Pay	2,060		-	-	500	
Bonus Safety	-		-	-	1,000	
Bonus Safety	-		-	-	750	
Bonus Pay	-		-	-	500	
Shift Pay		3,893				(2,003)
Shift Pay - CDL FT	3,893		459.20	1,538	1,810	
Shift Pay - nonCDL PT	-		71.25	239	80	
Separation Pay - Supervisor		-	-	-	-	-
Fringe Benefits Ops Dept	3,190	77,054				(8,364)
Fringe Benefits - Supervisor	17,740		5,055.46	16,929	17,741	
Fringe Benefits - nonCDL FT	39,397		8,884.05	29,749	34,452	
Fringe Benefits - nonCDL PT	2,539		1,889.45	6,327	6,327	
Fringe Benefits - Dispatch	14,188		2,895.91	9,697	10,170	
Health Insurance Ops Dept						
Health Insurance - Supervisor	11,462	76,855	3,830.00	11,490	11,490	7,006
Health Insurance - nonCDL FT	54,386		18,086.08	54,258	61,340	
Health Insurance - nonCDL PT	-		-	-	-	
Health Insurance - Dispatch	11,007		3,676.84	11,031	11,031	
Subtotal Compensation	170,162	673,100	196,748.41	644,663	680,334	7,234
Admin Overhead		41,200	13,733.32	41,200	41,200	-
Vehicle Insurance		15,040	-	-	15,040	-
Office Rental		21,125	6,740.00	20,220	20,220	(905)
Telephone/Communications		11,330	3,463.23	10,390	10,494	(836)
Staff Training		1,030	-	-	1,030	-
Travel		780	-	-	780	-
Office Supplies		825	-	-	825	-
Postage		415	-	-	415	-
Subtotal Admin		91,745	23,936.55	71,810	90,004	(1,741)
Repairs-Third pty services		38,265	9,535.11	28,605	31,466	(6,799)
Drug and Alcohol Testing		615	-	-	500	(115)
DOT Exams		615	131.00	393	393	(222)
Unleaded Fuel		9,720	3,574.32	10,723	10,723	1,003
Compressed Natural Gas		8,200	2,426.90	7,281	7,281	(919)
Software Support		13,620	-	-	13,620	-
Subtotal Operating		71,035	15,667.33	47,002	63,983	(7,052)
Total Budget / Forecast		835,880	236,352.29	763,475	834,320	(1,560)

Actual & Annualized Data by Jurisdiction	Loaded Miles		Loaded Minutes		Passengers	
	YTD Actual	Annualized	YTD Actual	Annualized	YTD Actual	Annualized
2025-Forecast						
Carbondale	586	1,758	1,296	3,888	43	129
Glenwood Springs	3,928	11,784	21,745	65,235	1,452	4,356
New Castle	4,379	13,137	11,607	34,821	266	798
Silt	269	807	825	2,475	41	123
Rifle	5,243	15,729	25,295	75,885	1,643	4,929
Rural Garfield	6,178	18,534	15,998	47,994	700	2,100
Total	20,583	61,749	76,766	230,298	4,145	12,435

Budgeted 2025 Traveler 7-Party MOU Service and Cost Data Compared with Traveler Year-to-Date Actual Service and Cost Data Forecasted to Year-End 2025

April 2025 Actual Data

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
	Jurisdiction	2025 Forecast One- Way Passenger Trips	MOU Est. One-Way Passenger Trips	Forecast - MOU Vari +/-	2025 Forecast Loaded Miles	MOU Est. Loaded Miles	Forecast - MOU Vari +/-	2025 Forecast Loaded Minutes	MOU Est. Loaded Minutes	Forecast - MOU Vari +/-	2025 Est. Forecast Fully Allocated Cost	Est. MOU Fully Allocated Cost	Forecast - MOU Vari +/-	2025 Est. Forecast Allocation of County Contribution, Grants & Program Income	Est.MOU Allocation of County Contribution, Grants & Program Income	Forecast - MOU Vari +/-	2025 Est. Forecast Net Respons for Each Municipality	MOU Est. Net Respons for Each Municipality	2025 Forecast to MOU Vari +/-	2025 Forecast Municipal Cost Only Per Trip	2025 Forecast Total Alloc. Cost Per Trip
1	Carbondale	129	80	49	1,758	744	1,014	3,888	2,091	1,797	\$ 13,317	\$ 8,209	\$ 5,108	\$ 6,449	\$ 4,185	\$ 2,265	\$ 6,868	\$ 4,024	\$ 2,844	\$ 53.24	\$ 103.24
2	Glenwood Springs	4,356	4,077	279	11,784	11,951	(167)	65,235	73,257	(8,022)	\$ 243,847	\$ 294,549	\$ (50,701)	\$ 118,088	\$ 150,153	\$ (32,065)	\$ 125,760	\$ 144,396	\$ (18,636)	\$ 28.87	\$ 55.98
3	New Castle	798	576	222	13,137	8,399	4,738	34,821	20,209	14,612	\$ 106,853	\$ 76,226	\$ 30,627	\$ 51,746	\$ 38,858	\$ 12,888	\$ 55,108	\$ 37,368	\$ 17,740	\$ 69.06	\$ 133.90
4	Silt	123	43	80	807	365	442	2,475	875	1,600	\$ 8,888	\$ 3,819	\$ 5,069	\$ 4,304	\$ 1,947	\$ 2,358	\$ 4,584	\$ 1,872	\$ 2,712	\$ 37.27	\$ 72.26
5	Rifle	4,929	4,409	520	15,729	14,940	789	75,885	73,004	2,881	\$ 283,867	\$ 309,731	\$ (25,864)	\$ 137,468	\$ 157,892	\$ (20,424)	\$ 146,399	\$ 151,839	\$ (5,439)	\$ 29.70	\$ 57.59
6	Garfield County	2,100	1,451	649	18,534	13,212	5,322	47,994	32,267	15,727	\$ 170,664	\$ 136,465	\$ 34,200	\$ 170,664	\$ 136,465	\$ 34,200	\$ -	\$ -	\$ -	\$ -	\$ 81.27
7	Total	12,435	10,636	1,799	61,749	49,611	12,138	230,298	201,703	28,595	\$ 827,438	\$ 828,998	\$ (1,560)	\$ 488,719	\$ 489,499	\$ (780)	\$ 338,719	\$ 339,499	\$ (780)	\$ 27.24	\$ 66.54
Check Total		12,435		17%	61,749		24%	230,298		14%	\$ 827,438			\$ 488,719			\$ 338,719				
Difference +/-		-			-			-			-			-			-				

Note: Column Q, Line 6 indicates potential changes in Garfield County's 2025 contribution based on year-end forecasted costs and services

Note: Column T, Lines 1 - 5 indicate potential changes in the jurisdictions 2025 contributions based on year-end forecasted costs and services

Chart 1

Jurisdiction	% Act/Fore Psgr. To Budget	% Act/Fore Load Miles To Budget	% Act/Fore Loaded Minutes To Budget
Carbondale	161%	236%	186%
Glenwood Springs	107%	99%	89%
New Castle	139%	156%	172%
Silt	286%	221%	283%
Rifle	112%	105%	104%
Garfield County	145%	140%	149%
Total Average	117%	124%	114%

Chart 2

Performance Measure	YTD Forecast	MOU Budget	\$ Variance	% Variance
Total Cost Per One-Way Psgr. Trip	\$ 66.54	\$ 77.94	\$ (11.40)	-15%
Total Cost Per Loaded Mile	\$ 13.40	\$ 16.71	\$ (3.31)	-20%
Total Cost Per Loaded Minute	\$ 3.59	\$ 4.11	\$ (0.52)	-13%

Garfield County Cambro:

Psgr YTD, Feb	Cost / Cambro	YTD Est Cost
132	\$81.27	\$10,727.64

Line Item	2025 Budget	Apr, 2025 YTD Forecast	2025 Forecast Reconciliation
1 Total Est. RFTA Traveler Cost	835,880	834,320	(1,560)
2 Glenwood ADA Contribution	(30,000)	(30,000)	-
3 Net RFTA Traveler Cost	805,880	804,320	(1,560)
4 RFTA Carbondale Cost	4,024	6,868	2,844
5 RFTA Glenwood Cost	144,396	125,760	(18,636)
6 RFTA New Castle Cost	37,368	55,108	17,740
7 Net RFTA Cost	185,788	187,736	1,947
8 County Payment to RFTA	620,092	616,585	(3,507)
9 Silt Cost	1,872	4,584	2,712
10 Rifle Cost	151,839	146,399	(5,439)
11 Balance of County Funding	466,381	465,601	(780)

County refund from RFTA

County bills Silt

County refund to Rifle

County refund

RFTA - Garfield County Traveler

Year: 2025															
Jurisdiction	Passenger Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Annualized
Carbondale	Client	12	16	12	3									43	129
	PCA	0	0	0	0									0	0
	Guest	0	0	0	0									0	0
Carbondale		12	16	12	3									43	129
Glenwood Springs	Client	403	321	323	404									1,451	4,353
	PCA	0	0	0	0									0	0
	Guest	1	0	0	0									1	3
Glenwood Springs		404	321	323	404									1,452	4,356
New Castle	Client	70	70	58	66									264	792
	PCA	2	0	0	0									2	6
	Guest	0	0	0	0									0	0
New Castle		72	70	58	66									266	798
Silt	Client	5	5	9	21									40	120
	PCA	0	1	0	0									1	3
	Guest	0	0	0	0									0	0
Silt		5	6	9	21									41	123
Rifle	Client	386	354	415	449									1,604	4,812
	PCA	20	2	9	8									39	117
	Guest	0	0	0	0									0	0
Rifle		406	356	424	457									1,643	4,929
Garfield County	Client	165	161	165	188									679	2,037
	PCA	12	1	0	0									13	39
	Guest	0	0	0	8									8	24
Garfield County		177	162	165	196									700	2,100
		1,076	931	991	1,147									4,145	12,435

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
2025 - Loaded Miles	Carbondale	162	212	173	39									586	1,758
	Glenwood Springs	1,023	916	837	1,152									3,928	11,784
	New Castle	1,154	1,140	980	1,105									4,379	13,137
	Silt	42	35	71	121									269	807
	Rifle	1,314	1,158	1,357	1,414									5,243	15,729
	Garfield County	1,270	1,375	1,583	1,950									6,178	18,534
		4,965	4,836	5,001	5,781									20,583	61,749

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Annualized
2025 - Loaded Minutes	Carbondale	377	432	378	109									1,296	3,888
	Glenwood Springs	6,369	4,684	4,693	5,999									21,745	65,235
	New Castle	3,233	2,866	2,655	2,853									11,607	34,821
	Silt	116	118	195	396									825	2,475
	Rifle	6,257	5,685	6,375	6,978									25,295	75,885
	Garfield County	3,601	3,650	3,915	4,832									15,998	47,994
		19,953	17,435	18,211	21,167									76,766	230,298

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
2025 - Loaded Hours	Carbondale	6.3	7.2	6.3	1.8									21.6	64.9
	Glenwood Springs	106.4	78.2	78.5	100.1									363.1	1,089.4
	New Castle	54.0	47.8	44.4	47.7									194.0	581.9
	Silt	1.9	2.0	3.2	6.6									13.7	41.0
	Rifle	104.3	94.7	106.0	116.3									421.3	1,264.0
	Garfield County	60.1	61.0	65.3	80.6									266.9	800.8
		333.0	290.9	303.7	353.0									1,280.7	3,842.1

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025 - Distinct Customers	Carbondale	3	3	2	2									5
	Glenwood Springs	32	29	27	30									35
	New Castle	7	7	5	7									9
	Silt	1	2	1	1									2
	Rifle	27	30	28	26									33
	Garfield County	18	17	16	20									24
		88	88	79	86									108

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
2025 - Psg p/Mile	Carbondale	0.02	0.02	0.02	0.01									0.02
	Glenwood Springs	0.13	0.10	0.12	0.11									0.11
	New Castle	0.04	0.03	0.04	0.03									0.03
	Silt	0.02	0.03	0.02	0.02									0.02
	Rifle	0.15	0.15	0.15	0.15									0.15
	Garfield County	0.04	0.03	0.04	0.04									0.04
		0.08	0.07	0.08	0.07									0.08

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025 - Psg p/Hour	Carbondale	0.26	0.22	0.20	0.13									0.21
	Glenwood Springs	1.04	0.92	1.01	0.97									0.98
	New Castle	0.35	0.32	0.31	0.26									0.31
	Silt	0.17	0.20	0.18	0.22									0.20
	Rifle	1.40	1.37	1.40	1.40									1.39
	Garfield County	0.32	0.30	0.34	0.33									0.32
		0.72	0.64	0.71	0.68									0.69

RFTA - Garfield County Traveler

Jurisdiction: Carbondale															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	Non-ADA - Ambulatory	No	12	16	12	3									43
			12	16	12	3									43

Jurisdiction: Glenwood Springs															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	ADA - Ambulatory	No	280	223	211	261									975
2025	ADA - Ambulatory Requiring Lift	No	28	24	28	40									120
2025	ADA - WheelChair	No	64	56	52	71									243
2025	Non-ADA - Ambulatory	No	21	11	26	26									84
2025	Non-ADA - WheelChair	No	10	7	6	6									29
			403	321	323	404									1,451

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
2025	Non-ADA - Ambulatory	No	54	52	51	64									221
2025	Non-ADA - Ambulatory Requiring Lift	No	14	18	7	2									41
2025	Non-ADA - WheelChair	No	2												2
			70	70	58	66									264

Jurisdiction: Rifle															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	Non-ADA - Ambulatory	No	254	221	267	314									1,048
2025	Non-ADA - Ambulatory Requiring Lift	No	62	56	69	60									247
2025	Non-ADA - WheelChair	No	72	79	81	77									309
			388	356	417	451									1,604

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
2025	ADA - Ambulatory	No	55	40	28	19									142
2025	ADA - WheelChair	No	4	1		12									17
2025	Non-ADA - Ambulatory	No	67	83	96	116									362
2025	Non-ADA - Ambulatory Requiring Lift	No	35	28	36	36									135
2025	Non-ADA - WheelChair	No	4	9	5	5									23
			165	161	165	188									679

Jurisdiction: Silt															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	Non-ADA - Ambulatory	No	5	5	9	21									40
			5	5	9	21									40

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
2025	Medical	4	8	2	3									17
2025	Work	8	8	10										26
		12	16	12	3									43

Jurisdiction: Glenwood Springs														
Year	Purpose	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	Errands	101	74	82	100									357
2025	Medical	82	87	64	106									339
2025	Wellness	69	44	38	59									210
2025	Work	151	116	139	139									545
		403	321	323	404									1,451

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
2025	Errands				1									1
2025	Medical	18	28	7	4									57
2025	Wellness	10	10	7	17									44
2025	Work	42	32	44	44									162
		70	70	58	66									264

Jurisdiction: Rifle														
Year	Purpose	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	Errands	119	108	111	128									466
2025	Medical	79	84	84	87									334
2025	Wellness	40	31	72	78									221
2025	Work	148	131	148	156									583
		386	354	415	449									1,604

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
2025	Cambro	32	28	36	36									132
2025	Errands	8	6	9	10									33
2025	Medical	39	21	14	30									104
2025	Wellness	5	4	4	11									24
2025	Work	81	102	102	101									386
		165	161	165	188									679

Jurisdiction: Silt														
Year	Purpose	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	Errands		3	2	2									7
2025	Medical	0	0	0	0									0
2025	Wellness	5	2	7	19									33
		5	5	9	21									40

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
2025	Carbondale	Late Cancel				1	1								1
	Carbondale	No Show	0	0	0	0	0								0
	Carbondale		0	0	0	1	1								1
	Glenwood Springs	Late Cancel	30	26	31	18	18								105
	Glenwood Springs	No Show	12	14	5	6	6								37
	Glenwood Springs		42	40	36	24	24								142
	New Castle	Late Cancel		3	3	1	1								7
	New Castle	No Show	0	0	3	1	1								4
	New Castle		0	3	6	2	2								11
	Silt	Late Cancel	2	2	1										5
	Silt	No Show	0	1	0	0	0								1
	Silt		2	3	1	0	0								6
	Rifle	Late Cancel	12	11	5	9	9								37
	Rifle	No Show	3	5	0	2	2								10
	Rifle		15	16	5	11	11								47
	Garfield County	Late Cancel	10	6	5	7	7								28
	Garfield County	No Show	7	1	2	3	3								13
	Garfield County		17	7	7	10	10								41
			76	69	55	48	48								248

RFTA - Garfield County Traveler

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025 - Denials	Carbondale	0	0	0	0									0
	Glenwood Springs	0	0	0	0									0
	New Castle	0	0	0	0									0
	Silt	0	0	0	0									0
	Rifle	0	0	0	0									0
	Garfield County	0	0	0	0									0
		0	0	0	0									0

City Manager Update HB25-1147

On Friday, May 16, Governor Polis vetoed HB25-1147, Transparency and Fairness in Municipal Courts. This is the bill which would have required municipal penalties to match the state sentencing structure, livestream all hearings including weekend jail advisements and require that attorneys be present at arraignments of all inmates.

Obviously, this is a big relief for municipalities since we very much have an interest in identifying issues of local concern and formulating appropriate remedies. Of course, we would expect that the language of this bill will reappear in future proposed bills.

The issue of the constitutionality of differing sentence structures is currently being heard in the Colorado Supreme Court. These cases are nearly identical to the challenge Rifle received back in 2023 with regard to our theft ordinance. At the time, it was going to be very pricey to litigate, but now some of the larger jurisdictions around the state are taking up the cause. Stay tuned!



May 16, 2025

The Honorable Colorado State House of Representatives
75th Colorado General Assembly
First Regular Session
Colorado State Capitol
200 East Colfax Avenue
Denver, CO, 80203

Dear Honorable Members of the Colorado State House of Representatives:

Today, I vetoed House Bill 25-1147 (HB 25-1147), "Fairness & Transparency in Municipal Court" at 2:02 pm.

HB 25-1147 would make the maximum sentence for a municipal ordinance violation equivalent to the sentence for a comparable state-level criminal offense. If a municipal ordinance has no comparable state-level offense, the maximum penalty is equivalent to a state-level petty offense penalty. The bill also clarifies that defendants in municipal court have the right to counsel, and that court proceedings need to be open to public observation, including virtual observation for all in-custody proceedings.

I appreciate the bill sponsors' good intentions of bringing forward policies that address transparency and the right to counsel in municipal court. However, the bill also significantly restricts a municipality's ability to react to local crime trends in ways that a local government deems most appropriate to improve public safety in their community. It is not in the interest of increasing public safety to constrain a municipality's ability to set appropriate sentences for crimes within their borders. Criminal justice and public safety issues are a shared concern among state and local lawmakers, and municipalities must have the ability to adopt laws to increase public safety based on the public safety challenges on the ground in each community.

I heard from police chiefs, cities and towns, mayors, victim advocates, and business groups from around the state about the detrimental effect that this bill would have on public safety should it become law. Specifically, this bill would undermine numerous local ordinances that have been thoughtfully debated and adopted to address locality-specific crimes, including bike theft, assault, and domestic violence. This is especially the case when municipalities have ordinances that do not have state-level analogs. For example, I heard concerns from Denver that their assault ordinance contains different elements than that of the state-level offense, and would not be considered a comparable offense under the bill. This means that under HB 25-1147, the maximum penalty for an individual convicted of a domestic violence assault under Denver's ordinance would be reduced from a maximum potential penalty of 300 days in jail with up to a \$999 fine, to a maximum of 10 days in jail and/or a fine of \$300. Whether intended or not, the reduction of penalties for crimes such as assault does not serve the interests of victims or hold offenders accountable.

Further, this bill runs counter to previous legislation that I have signed giving more tools to local governments to improve public safety. For example, in 2021, I signed Senate Bill 21-256, which deemed the regulation of firearms to be a matter of state and local concern and allowed local governments to pass laws regarding firearms that are more stringent than state law.

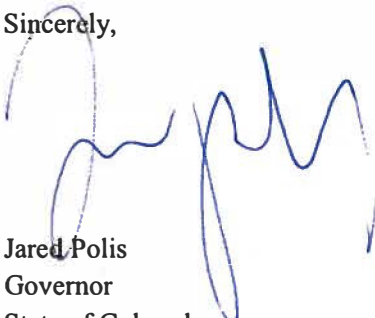
Additionally, the Colorado Supreme Court heard oral arguments this week in two cases related to the sentencing scheme in this bill, and it would be informative to see how the Court rules before changing the law.

While I oppose certain elements of the bill regarding limits on municipal sentencing, I applaud the sponsors for including provisions that clarify that a defendant in municipal court has the right to counsel. This should already be the case, but I support clarifying this right in statute. I also applaud the sponsors for working to provide more transparency in municipal court by clarifying that proceedings should be open to the public, including through online platforms. During the legislative process, the Colorado Municipal League offered amendments that would have narrowed the bill to these two topics, though their amendments were rejected. I would support a bill focused on those provisions, or a bill more narrowly tailored to specific crimes where penalties between the state and local criminal codes are far out of balance. I also support efforts to connect municipal defendants with resources and services to help address underlying challenges with mental health, substance use, and housing instability, and would support legislative efforts in this space.

The far-reaching sentencing changes contemplated in HB 25-1147 could have been better examined by a successor entity to the Commission on Criminal and Juvenile Justice (CCJJ), with multidisciplinary stakeholders from all aspects of the criminal justice system at the table to come to consensus recommendations on the policy. In the absence of a successor entity to the CCJJ to examine difficult criminal justice issues with the benefits of data, research, and time, I urge the legislature to work with the many stakeholders impacted by municipal sentencing to find a more nuanced approach.

For the reasons stated above, HB25-1147 is disapproved and vetoed.

Sincerely,



Jared Polis
Governor
State of Colorado

VETO

cc: Jena Griswold, Colorado Secretary of State