



Rifle Parks & Recreation

Advisory Board

REGULAR MEETING AGENDA

July 14, 2025
5:30 PM
202 Railroad Avenue, Rifle, CO

5:30 PM - Regular Meeting

- 1. Call to Order**
- 2. Roll Call**
- 3. 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)
- 4. Consent Agenda**
 - 4.a.** Consider Minutes of the June 9, 2025, Regular PRAB Meeting.
- 5. Presentation**
- 6. Regular Agenda**
 - 6.a.** Discussion of RMP Procedures and current operations
 - 6.b.** Update on City of Rifle Fieldhouse Feasibility Study
- 7. Administrative Reports**
- 8. 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 Parks & Recreation Director Austin Rickstrew at 970-665-6578 or email arickstrew@riflenco.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 al Director de Parques y Recreación Austin Rickstrew al 970-

665-6578 o envíe un correo electrónico a arickstrew@rifleco.org. Por favor, permita 48 horas para que se atiendan sus solicitudes.



Agenda Item #4.a.

Agenda Item Name:

Consider Minutes of the June 9, 2025, Regular PRAB Meeting.

Presenter:

Kim Arnold, Parks Administrative Assistant

Item Description:

Minutes of the June 9, 2025, Regular PRAB Meeting

Recommended Action:

Consider approving minutes of the June 9, 2025 PRAB Regular Meeting.

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

Minutes of the June 9, 2025 PRAB Regular Meeting

Notification Requirements:

N/A

Prepared By:

Kim Arnold, Parks Administrative Assistant

Attachments:

1. June 9, 2025 PRAB MINUTES DRAFT

**Rifle Parks & Recreation Board
Regular Meeting Minutes
June 9, 2025**

The meeting was called to order at 5:30 pm by Annie MacGregor.

ROLL CALL.

<u>Members Present</u>	<u>YES</u>	<u>NO</u>
Ken Blatter	X	
Kirsten Clancy	X	
Aaron Cumming		X (notified Austin)
John Douglas	X	
Annie MacGregor	X	
Ari Philipson	X	
Betsey Seymour	X	
Jens Smith	X	

Staff Present Austin Rickstrew, Matt Rowe, Kim Arnold,

PUBLIC COMMENT.

During Public Comment it was mentioned that there is a hole in the Basketball Courts at Deerfield Park Sports Complex toward the south side of the court. Also, it was mentioned that it is constantly spraying sprinkler beds at the Davidson corner. It was then asked if we spray for dandelions, and we responded that yes, we use a broad leaf spray.

CONSENT AGENDA.

Consider Minutes of May 12, 2025, Regular PRAB Meeting. The minutes from the May 2025 PRAB meeting were approved following a motion by Ken and seconded by Betsy and the motion passed unanimously by voice vote.

REGULAR AGENDA.

A. Rifle Field House Feasibility Study.

The selected firm for the feasibility study is Collab Architecture (CA). They have a plan for inclusive engagement, including interpretation services and pop-up events at Latino churches, which was a key factor in their selection.

There will be a stakeholder group, which will include two PRAB members. The interested individuals will have to participate in 90 minute interviews conducted by CA. Let Austin know if you are interested. So far Aaron, Betsey, and Annie have shown interest. PRAB members can attend public meetings where opportunities to share opinions will be given.

CA will assign a department to look at the City's rec programming, how many kids are registered, and how many kids are waitlisted. Then another department will look at the budgets, and the cost of maintaining operations of the field house, what size of space, how many employees it will need to keep it running smoothly and so on.

B. Birch Park Update

Construction documents (CD) for Birch Park were received on Friday, June 13; a review meeting with consultants is scheduled for Wednesday, June 18; a subsequent bid document review meeting is on June 25th.

The Hometown grant for the Birch project is due on June 28, with awards expected within 1–2 weeks.

We had extensive discussion on ADA-compliant play equipment and playground surfacing for Birch Park, including a custom "Birch Flyer" plane-themed play structure (9,000 sq ft, up from 5,000 sq ft in the master plan) and "pour-in-place" surfacing (estimated \$200,000) to ensure wheelchair accessibility. Specific ADA features include a fully transferable ADA seat swing on the zipline and a ramp for wheelchair users on the main play structure.

The total estimated cost for the Birch Park project is \$4.471 million (including \$4.23 million for construction based on 100% CDs and \$240,000 for Design Concepts).

Current funding for Birch Park totals approximately \$3.16 million, leaving a funding gap of about \$1.3 million. Paying for it entirely from the Parks and Rec fund could bring the fund balance close to its mandatory minimum.

City Council has determined that it wants all phases of this park completed at one time.

ADMINISTRATIVE REPORTS.

Matt reported that the pool is open and is doing well. Austin reported that the Feasibility study is kicking off soon, and that a city-wide survey is coming out as well in the near future.

ADJOURNMENT. Ken moved to adjourn the meeting, with Jens seconding the motion. The meeting was officially adjourned at 6:16 pm.



Agenda Item #6.a.

Agenda Item Name:

Discussion of RMP Procedures and current operations

Presenter:

Austin Rickstrew, Parks & Recreation Director

Item Description:

Discussion of RMP procedures and current operations.

Recommended Action:

No action is required at this time.

Fiscal Impact:

We will be discussing the fee structure and potential changes to fee recommendations.

Operational Impact:

RMP is staffed with five seasonal camp hosts from approximately mid-April to October 1.

Prior Board Motions:

N/A

Background Information:

Current Operations:

- **Park Access & Fees:** Rifle Mountain Park operates on a fee-based entry system. Visitors must pay a daily fee or purchase an annual pass. Fee revenue supports park maintenance and operational needs.
- **Campground:** The campground within RMP is fee-based and operates on a first-come, first-served basis. There are no reservations, and all users are expected to pay upon arrival.
- **Staffing:** The park is supported by Parks staff and seasonal camp hosts, who assist with cleaning, answering visitor questions, and encouraging rule compliance.
- **Maintenance:** Staff handle routine maintenance such as restroom cleaning, trash collection, trail work, and road grading.
- **Visitor Education:** The department uses on-site signage, staff contact, and social media to communicate rules, fees, and general park information.

Key Challenges:

1. Enforcement Limitations:

- **Camp Hosts Cannot Enforce Rules:** Camp hosts can only request compliance with park rules (e.g., fee payment, fire restrictions, leash requirements). They are not authorized to issue citations or take enforcement actions.
- **Reliance on Law Enforcement:** The City must rely on the Rifle Police Department for any formal enforcement of park rules. While RPD has made efforts to patrol on weekends, coverage is not guaranteed, and response times can vary depending on other demands.
- This creates challenges in addressing serious issues such as non-payment, illegal camping, off-leash dogs, and prohibited fires.

2. Fee Compliance:

- There is ongoing non-compliance with day use and camping fees. Some visitors ignore posted signage, while others claim confusion about where and how to pay.
- Without consistent enforcement, it isn't easy to ensure that all users are contributing to the cost of park operations.

3. Signage Gaps:

- Many park signs are outdated, poorly placed, or lacking in detail, especially regarding fees, rules, and prohibited activities.
- There is limited multilingual or visual signage, which can be a barrier for non-English-speaking or first-time visitors.
- Clearer signage at the entrance and key use areas is needed to help set expectations and reduce misunderstandings.

Executive Summary:

Fee Type	Rifle Resident	GARCO Resident	Non-Resident
Day Pass (per vehicle)	\$10.00	\$10.00	\$10.00
Annual Pass (12 months)	\$20.00	\$50.00	\$100.00
Annual Pass (2nd vehicle)	\$15.00	\$30.00	\$65.00
Camping Fee (does not include day pass or annual pass)	\$20.00	\$20.00	\$20.00

Notification Requirements:

N/A

Prepared By:

Austin Rickstrew, Parks & Recreation Director

Attachments:

None



Agenda Item #6.b.

Agenda Item Name:

Update on City of Rifle Fieldhouse Feasibility Study

Presenter:

Austin Rickstrew, Parks & Recreation Director

Item Description:

Staff will provide an update on the Fieldhouse Feasibility Study

Recommended Action:

No action required.

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

Staff will provide PRAB with an update on the Fieldhouse Feasibility Study. The project team held a meeting on July 10 to evaluate seven potential locations for the facility and discuss logistics for the first stakeholder engagement session. PRAB members will be invited to participate in this session, which will include a “Build a Center” activity designed to gather input on desired amenities, programming, and priorities. This update will summarize the outcomes of the July 10 meeting, preview the upcoming engagement process, and outline next steps in the study.

Notification Requirements:

N/A

Prepared By:

Austin Rickstrew, Parks & Recreation Director

Attachments:

None

