



Rifle Parks & Recreation

Advisory Board

WORKSHOP & REGULAR MEETING AGENDA

August 11, 2025

7:00 PM

202 Railroad Avenue, Rifle, CO 81650

5:30 PM - Workshop Meeting

Discussion and Review

- a. Fieldhouse Feasibility Study - Build and Center Workshop

7:00 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 July 14, 2025, Regular PRAB Meeting.
5. **Presentation**
6. **Regular Agenda**
 - 6.a. Scoping Funds for Rifle Creek Restoration - Centennial & Deerfield Parks
 - 6.b. Memorial Bench Request - Morrow Draw Trail
 - 6.c. Consider Letter of Support - Western Garfield County Outdoor Regional Partnerships
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@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 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 #a.

Agenda Item Name:

Fieldhouse Feasibility Study - Build and Center Workshop

Presenter:

Austin Rickstrew, Parks & Recreation Director

Item Description:

Consultants with Collab Architects will be on-site to work with PRAB and Council regarding the Fieldhouse Feasibility study.

Recommended Action:

No Action Required.

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

The consultants hired to work on the feasibility study will be on-site for the workshop. They will talk about the process so far, and then will have the "build a center" activity that will help determine the direction we go when preparing for public engagement meetings.

Executive Summary:

N/A

Notification Requirements:

N/A

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

None



Agenda Item #4.a.

Agenda Item Name:

Consider Minutes of the July 14, 2025, Regular PRAB Meeting.

Presenter:

Austin Rickstrew, Parks & Recreation Director

Item Description:

Minutes of the July 14, 2025, Regular PRAB Meeting

Recommended Action:

Consider approving the minutes of the July 14, 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 July 15, 2025 PRAB Regular Meeting

Notification Requirements:

N/A

Prepared By:

Austin Rickstrew, Parks & Recreation Director

Attachments:

1. July 14, 2025 PRAB MINUTES DRAFT

Rifle Parks & Recreation Board

Regular Meeting Minutes

July 14, 2025

The meeting was called to order at 5:32 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	
John Douglas		X
Annie MacGregor	X	
Betsey Seymour	X	
Jens Smith	X	
Ari Philipson		X

Staff Present Austin Rickstrew, Matt Rowe, Kim Arnold, Keith Gray

PUBLIC COMMENT. Despite the firework ban, the July 3rd Celebration went well. The Centennial Park track is being utilized. The Silt Historical Race had 90 runners this year, which is an increase from the 60 runners they had last year.

CONSENT AGENDA. Consider Minutes of June 9, 2025, Regular PRAB Meeting. The minutes from the June 9, 2025, PRAB meeting were approved with modifications. Ken made the motion to accept, seconded by Aaron. The motion to approve the minutes with the modification passed with voice vote.

REGULAR AGENDA. Discussion of RMP Procedures and Current Operations.

Rifle Mountain Park continues to face challenges, including fee compliance, limited enforcement authority, and inconsistent signage. Camp Hosts lack the ability to enforce park rules, and police response remains constrained by workload and distance. Ongoing confusion around vehicle fees has prompted a recommendation to cap campsites at two vehicles to simplify the process.

While operational expenses remain high, current revenue allows the park to break even. Key concerns include signage clarity, fairness in fee structures, policies for extended stays, and the broader economic impact of park visitation.

Decisions & Action Items:

- Eliminate extra vehicle fees; limit two vehicles per campsite.
- Update and standardize signage with bilingual information.

- Allocate budget for new signage and kiosks in the next fiscal year.
- Consider tiered camping fees based on site type and size, maintaining a \$20 minimum.
- Retain 14-day camping limit within a 30-day period.
- Explore long-term van camping options offsite to support climbers and local businesses.
- Continue monitoring fee compliance and enforcement challenges.
- Seek collaboration with local entities to identify alternative long-term camping solutions.

Update on City of Rifle Fieldhouse Feasibility Study

Discussion Highlights:

- Evaluated potential sites, including Deerfield Park, Two Creeks property, and additional locations.
- Consultants will lead a “Build-a-Center” exercise with board and planning/zoning representatives to prioritize amenities and inform design.
- Preliminary cost projections:
 - \$300–\$500/sq ft for prefab metal structures
 - Higher estimates for conventional builds
- Coordination is required between the field house site and planned upgrades to nearby facilities (tennis courts, pavilion, dirt mounds).
- Community input is essential; a public engagement meeting is scheduled in 3–4 weeks.
- Pause all upgrades to tennis courts, pavilion, and dirt mounds until the field house location is finalized.
- Move forward with the “Build-a-Center” planning activity to guide design and budget alignment.
- Maintain inclusive planning processes with a focus on underserved communities.

ADMINISTRATIVE REPORTS.

The Parks and Recreation department is holding an Open House scheduled for July 23. Board Members are encouraged to attend. There was a discussion on the meeting format with the move from the conference room to Council Chambers. This format, with the filming of our meetings, lends to transparency for public access.

ADJOURNMENT. Aaron moved to adjourn the meeting, with Ken seconding the motion. The meeting was officially adjourned at 6:52 pm.



Agenda Item #6.a.

Agenda Item Name:

Scoping Funds for Rifle Creek Restoration - Centennial & Deerfield Parks

Presenter:

Austin Rickstrew, Parks & Recreation Director

Item Description:

Receive a presentation and funding request from MCWC

Recommended Action:

Move to recommend funding the scoping project in the amount of \$30,000

Fiscal Impact:

\$30,000 will be allocated to this project in the budget and will be managed by parks and recreation staff in coordination with MCWC.

Operational Impact:

This project will require staff time to participate in the project and manage the project's expenditures.

Prior Board Motions:

N/A

Background Information:

The Middle Colorado Watershed Council (MCWC) is a local nonprofit dedicated to watershed health since 2013. Their work focuses on project development, restoration, and resilience, partnering with the City of Rifle and other agencies to align with local and regional goals. MCWC has previously led projects such as the Grand Tunnel Ditch Flume Replacement and operates the River Stop facility. They also have a broader vision for Rifle Creek restoration from Rifle Gap to its confluence with the Colorado River, supported by participation in the CPW GOCO Colorado Outdoor Regional Partnership Initiative and Grant Program.

The Council is proposing a Rifle Creek Restoration scoping project focused on two key public spaces — Deerfield Park and Centennial Park. The goal of the scoping phase is to identify and prioritize restoration activities that will improve creek access and safety, enhance water quality, strengthen flood resilience, and expand recreational opportunities.

Proposed work includes:

- **Deerfield Park:** Creek access planning, wetland and riparian habitat enhancement, trail connectivity improvements, invasive species removal, and native vegetation planting.

- **Centennial Park:** Channel stabilization, invasive species removal, native vegetation planting, and stormwater/water quality improvements.

Deliverables from the scoping process will include a detailed task list, construction priorities, cost estimates, timelines, and permitting pathways, producing shovel-ready projects eligible for significant outside funding. Potential funding sources include the Federal Mineral Lease District (FMLD) and Colorado Water Conservation Board (CWCB) Water Plan Grants.

MCWC is requesting PRAB’s recommendation to the City Council to include a **\$30,000 budget allocation** to support this scoping effort. Local investment is a key component in leveraging larger grant opportunities. This initiative is supported by the Garfield County Board of County Commissioners, private landowners, the Bureau of Land Management, and technical experts through the Growing Colorado Water Smart program.

If approved, the scoping effort will set the stage for long-term restoration and public access improvements along Rifle Creek, enhancing community safety, environmental health, and recreational value.

Executive Summary:

Notification Requirements:

Prepared By:

Austin Rickstrew, Parks & Recreation Director

Attachments:

1. Rifle PRAB Presentation

Scoping Funds for Rifle Creek Restoration - Centennial & Deerfield Parks

**For Parks & Rec Advisory
Board**

August 11, 2025

Kate Collins, Middle
Colorado Watershed
Council

midcowatershed.org



Purpose of Today's Request

- Seek Board recommendation to Rifle City Council
- Support \$30,000 budget line item
- Fund scoping work for Rifle Creek Restoration

Projects in **Deerfield** and **Centennial Parks**

Why This Matters

- Scoping = first step to shovel-ready projects
- Projects will improve:
 - Creek access and safety
 - Water quality
 - Flood resilience
 - Recreational value
 - Enable pursuit of major grant funding

Background - Middle Colorado Watershed Council

- Local nonprofit working in watershed health since 2013
- Focused on project development, restoration and resilience
- Partners with COR; alignment with local and regional goals
 - Operation of River Stop
 - Grand Tunnel Ditch Flume Replacement
 - Vision for larger [Rifle Creek Restoration](#) from Rifle Gap to Colorado River confluence
 - Part of [CPW GOCO Colorado Outdoor Regional Partnership Initiative](#) and Grant Program

Scope of Work

- At [Deerfield Park](#):
 - Creek access planning
 - Wetland and riparian area enhancement
 - Trail connectivity
 - Invasives removal and native plant revegetation
- At [Centennial Park](#):
 - Channel stabilization
 - Invasives removal and native plant revegetation
 - Stormwater and water quality improvements

Deliverables from Scoping

- Task list and construction priorities
- Budget estimates
- Timeline and permitting pathways
- Defined shovel-ready projects

Path to Bigger Funding

- Once scoped, projects will be eligible for:
 - FMLD (Federal Mineral Lease District)
 - CWCB Water Plan Grants
 - Local investment = critical match
 - Unlocks larger-scale funding opportunities

Community Benefits

- Safer, more accessible creekfront spaces
- Improved environmental outcomes
- Education and interpretation opportunities
- Cost savings through proactive planning

What We're Asking From You

- Recommend City Council include \$30,000 in budget
- Endorse this as a smart investment in public infrastructure
- Help advance community-supported, shovel-ready projects

Other Supporters

- Garfield County [Board of County Commissioners](#)
- Private landowners
- Bureau of Land Management (BLM)
- Technical and policy experts via the Growing Colorado Water Smart team
(Nine representatives from this partnership attended the April 2025 Growing Colorado Water Smart Workshop to prioritize actionable projects.)

Questions? Discussion?

Let's build resilient, accessible parks and open spaces for all!



Thank you!





Agenda Item #6.b.

Agenda Item Name:

Memorial Bench Request - Morrow Draw Trail

Presenter:

Austin Rickstrew, Parks & Recreation Director

Item Description:

Staff has received a request for a memorial bench to be placed on the Morrow Draw Trail.

Recommended Action:

Move to approve the placement of the memorial bench of Morrow Draw Trail.

Fiscal Impact:

The city will have no fiscal impact. As part of the naming policy that was adopted this year, the individual is responsible for all maintenance of the bench.

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

We follow an established Naming of Parks, Facilities, and Memorials Policy that provides guidance on recognizing individuals, groups, or events through the naming or dedication of public amenities. The policy outlines criteria for eligibility, the types of recognition allowed, and the process for review and approval. Its purpose is to ensure consistency, maintain the integrity of public spaces, and balance personal memorials with the broader community's needs.

Recently, the department received a request for the placement of a memorial bench along the Morrow Draw Trail. The request was submitted to honor a deceased individual with a bench. As per policy, such memorials require review to confirm they meet the established criteria.

PRAB's role in this process is to review the request in the context of the naming policy, consider any potential impacts on the trail's use and aesthetics, and make a recommendation for approval, modification, or denial.

Notification Requirements:

Prepared By:

Austin Rickstrew, Parks & Recreation Director

Attachments:

1. PRAB Request Letter
2. City of Rifle Parks and Facilities Naming Policy - Final 3.27.25

Kathy and Jon Pototsky
1050 Hickory Drive
Rifle, CO 81650
970-319-8288

30 July 2025

Rifle Parks and Recreation Advisory Board

John Douglas	Annie MacGregor
Kristen Clancy	Ken Blatter
Aaron Cumming	Betsey Seymour
Jens Smith	Art Phillipson

RE: Request to place a memorial bench along the Morrow Draw Trail

Dear PRAB Members,

I am writing to request approval to place a bench along the Morrow Draw Trail here in Rifle. I have been using this trail to walk to work since it was built and my family has "adopted" the trail and is responsible for clean-up.

The Morrow Draw Trail is a secret gem here in Rifle. Heavily wooded with a creek running alongside, it is a half-mile escape into the wilderness right in the heart of the city. Trail users are a diverse group ranging from dog walkers to families. Someone even created a "fairy garden" in the crook of a large tree. Walking it is an incredible way to start and finish my day. Wildlife is abundant from the nesting turkey vultures to marmots.

I would like to place a bench paying tribute to my father along the trail. The proposed bench is very high end made of solid gray stone and will be created by Carlson Memorials who handle a number of headstones and other monuments for Rose Hill Cemetery. The back will be beveled- cut in the shape of mountains.

The engraving will include Dr. Frederick J. Fraikor, The Last of the Renaissance Men, Scientist, Researcher, Scholar and Author. A picture of Fred in his favorite cowboy hat and a fly fishing pole will also be included.

But the best part? We received permission from the Denver Broncos to use the Bronco logo! He was a big fan so we will add the Bronco head logo as well.

I think the bench will add a nice touch to the trail and will contribute to the overall aesthetic. I have seen the existing benches being utilized including by bird watcher groups who frequent the area. Parks and Recreation Director Austin Rickstrew and I walked the trail to determine the best location. We both felt that the best spots would be where existing benches are already located. The current ones are simple wood structures which are already showing signs of age so this could be viewed as a permanent upgrade! (see photos below)

As an avid hiker and trail runner, I have seen a lot of benches which is how I came up with the idea. Numerous state and city parks have them scattered about in various locations. It's always interesting to see what they say.

We understand that we are responsible for installation and all maintenance. It will continue to be an honor to help beautify and maintain this small piece of the magnificent community of Rifle.

Sincerely,



Kathy Pototsky



Location choice #1 is at the top of the hill you climb when entering from the west side



Choice #2 is located further east closer to the Birch Street Entrance

City of Rifle Parks and Facilities Naming Policy

Purpose: The purpose of this policy is to establish a clear and consistent process for the naming and renaming of parks, recreational areas, and facilities in the City of Rifle. This policy ensures that names reflect the history, culture, and values of the community while encouraging public participation.

Scope: This policy applies to all existing and future parks, recreation facilities, open spaces, and natural areas under the management of the City of Rifle Parks and Recreation Department.

Naming Criteria: Names for parks and facilities should meet one or more of the following criteria:

1. **Historical or Cultural Significance:** Commemorates a significant historical event, group, or organization that has shaped the City of Rifle or the surrounding region.
2. **Geographical or Natural Features:** Reflects local landmarks, terrain, flora, fauna, or other relevant natural characteristics.
3. **Community Contribution:** Recognizes families or organizations that have made significant and lasting contributions to the City of Rifle's parks, recreation, or environmental conservation efforts.
4. **Traditional or Commonly Recognized Names:** Incorporates names widely used by the community to describe a particular site.

Exclusions: The following types of names shall generally be avoided:

- Names of current City employees or elected officials.
- Names of individuals or organizations with political, religious, or controversial affiliations.
- Names that could cause confusion with existing parks, facilities, roads, or public spaces.
- Names of non-native or invasive species.

Naming Process:

1. **Public Engagement:** The Parks and Recreation Department will solicit name suggestions from residents, community groups, and stakeholders.

2. **Review & Recommendations:** Staff will review all submissions for compliance with this policy and present a shortlist of eligible names to the Parks and Recreation Advisory Board.
3. **Advisory Board Selection:** The Advisory Board will discuss the proposed names and make a recommendation to the City Council.
4. **City Council Approval:** The City Council will make the final decision and approve the name via resolution.

Renaming Process:

- Requests for renaming an existing park or facility must be submitted in writing, outlining the justification for the change.
- The Parks and Recreation Advisory Board will review the request, engage the public if necessary, and provide a recommendation to the City Council.
- The City Council will make the final determination.
- Renaming will be considered only in exceptional circumstances, such as a major donation, historical discovery, or significant community-driven initiative.

Memorial Plaques and Benches: The City of Rifle offers opportunities for individuals, families, and organizations to honor loved ones through the installation of memorial plaques and benches in parks and recreational areas.

- Memorial plaques and benches must align with the overall aesthetic and maintenance standards of the Parks and Recreation Department.
- Requests must be submitted in writing, including the proposed inscription and preferred location.
- The Parks and Recreation Advisory Board will review and approve requests based on site availability and compliance with city guidelines.
- The donor is responsible for costs associated with the plaque or bench, including installation and long-term maintenance.
- The City reserves the right to relocate or remove memorials if necessary due to park redevelopment or maintenance considerations.

Financial Contributions and Recognition Plaques: The City of Rifle provides opportunities for individuals, businesses, and organizations to make financial

contributions toward park and facility improvements, with recognition through plaques or other acknowledgments.

- Donations may support new park developments, facility upgrades, landscape enhancements, or recreational programs.
- Contributors may be recognized with plaques placed at designated locations within the funded park or facility.
- Requests for recognition must be submitted in writing, detailing the intended contribution and proposed inscription.
- The Parks and Recreation Advisory Board will review and approve contributions and plaque placement in accordance with city guidelines.
- The City reserves the right to adjust plaque design, placement, or relocation as needed to maintain aesthetic and operational standards.

Implementation:

- Once approved, the new name will be reflected in official maps, signage, and communications.
- City staff will ensure that naming aligns with wayfinding, branding, and community identity efforts.



Agenda Item #6.c.

Agenda Item Name:

Consider Letter of Support - Western Garfield County Outdoor Regional Partnerships

Presenter:

Austin Rickstrew, Parks & Recreation Director

Item Description:

Consider Letter of Support

Recommended Action:

Move to approve the letter of support and have the board chair sign.

Fiscal Impact:

None

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

The Parks and Recreation Advisory Board is asked to approve and sign a letter of support for the formation of the Colorado River Valley Outdoor Coalition and its application for capacity-building funding through the Colorado Outdoor Regional Partnerships program. The coalition, led by the Colorado River Valley Economic Development Partnership, aims to unite municipalities, land managers, nonprofits, user groups, and other stakeholders under a shared vision for recreation, conservation, and community benefit. The initiative will include motorized and non-motorized users, private landowners, and youth organizations such as Garfield County Outdoors. PARB's participation will provide local input, promote community engagement, and help align Rifle's outdoor recreation priorities with regional goals.

Notification Requirements:

Prepared By:

Austin Rickstrew, Parks & Recreation Director

Attachments:

1. Letter of Support Colorado River Valley Outdoor Coalition



July 11, 2025

RE: Letter of support for the formation of the Colorado River Valley Outdoor Coalition.

To the Regional Partnerships Review Committee:

On behalf of the City of Rifle Parks and Recreation Advisory Board, I am writing to express our full support for the formation of the Colorado River Valley Outdoor Coalition and its application for capacity-building funding through the Colorado Outdoor Regional Partnerships program.

As the advisory body supporting outdoor spaces, trails, and recreational access in Rifle, we see firsthand the demand and opportunity for more coordinated planning and investment across our region. The proposed coalition, led by the Colorado River Valley Economic Development Partnership (CRVEDP), represents a timely and strategic effort to unite diverse stakeholders—municipalities, land managers, nonprofit organizations, and user groups—under a shared vision for recreation, conservation, and community benefit.

Our board has long supported local trail development, bike park enhancements, and increased access to nature for all ages and abilities. We believe that building a formal outdoor coalition will strengthen the alignment of these local efforts with broader regional priorities. We are especially encouraged by the coalition's intention to include motorized and non-motorized users, private landowners, and youth organizations such as Garfield County Outdoors.

The City of Rifle Parks and Recreation Advisory Board is committed to participating in this initiative, providing local input, encouraging community engagement, and helping shape a more connected and equitable outdoor future for the Colorado River Valley.

We urge you to give this application your full consideration.

Sincerely,

Annie MacGregor
Chair, City of Rifle Parks and Recreation Advisory Board