



RIFLE CITY COUNCIL

REGULAR MEETING

September 17, 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 Alicia Gresley, Councilor Clint Hostettler, Councilor Joe Carpenter, Councilor Karen Roberts and Mayor Sean Strode.

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

Roll Call: Yes - Alicia Gresley, Karen Roberts, Clint Hostettler, Joe Carpenter, and Sean Strode.
No – None.

Others Present:

City Manager Patrick Waller, City Clerk Alexis Ramirez, City Attorney Assistant Wilton Anderson, Video Production Specialist Brandon Steele, Civil Engineer Craig Spaulding, Community Development Director Zach Higgins, Main Street Manager Kim Burner, Public Works Director Brian Prunty, Finance Director Scott Rust Chief of Police Debra Funston, Rick Steffen, Aaron Cumming and Jonathan Rice.

PUBLIC COMMENT

No public comment was heard.

CONSENT AGENDA – CONSIDER THE FOLLOWING ITEMS:

- A. Consider Minutes of the August 20, 2025 Regular Meeting
- B. Consider Minutes of the September 3, 2025 Regular Meeting

Councilor Alicia Gresley moved to approve Consent Agenda Items A & B; seconded by Councilor Joe Carpenter.

Roll Call: Yes - Clint Hostettler, Alicia Gresley, Joe Carpenter, Karen Roberts and Sean Strode.
No – None.

REGULAR AGENDA

Consider Awarding Bid to Design Concepts for American Legion Veteran's Memorial Renovation Design Drawings

Public Works Director Brian Prunty presented request to consider awarding bid to Design Concepts, Inc. for the American Legion Veteran's Memorial renovation design drawings. Staff put out a request for proposals (RFP) through Bidnet and had it open for five weeks. Three firms showed interest but only one qualified proposal was received. The proposal received by Desing Concepts, Inc. was adjusted to \$31,974 to fit the 2025 budget with a \$10,000 grant awarded by the Western Colorado Community Foundation. The proposal includes updated construction drawings, ADA-compliant access, landscaping, and cost estimates. Brief timeline for this project is as follows: Design drawings will be completed by December 2025, fund raising and community outreach will be done in 2026, with Phase I construction completion in 2027. Staff recommends awarding the drawing design and plan development services bid to Design Concepts, Inc. with the maintenance relationship between the City of Rifle and the American Legion. The City will be responsible of maintaining walkways and lighting while the American Legion will assist with landscaping and memorial upkeep.

Public Works Director Brian Prunty answered questions for Council.

Councilor Clint Hostettler moved to award bid to Design Concepts, Inc for the design and plan development services associated with American Legion Veteran's Memorial Renovation Drawings for an amount not to exceed \$35,000; seconded by Councilor Joe Carpenter.

Roll Call: Yes - Karen Roberts, Joe Carpenter, Clint Hostettler, Alicia Gresley, and Sean Strode.
No – None.

Consider Purchase from TS&L for 2025 Traffic Signal Controller Improvements

Civil Engineer Craig Spaulding presented request to consider purchase from TS&L, LLC. for the 2025 traffic signal controller improvements. The City of Rifle budgeted \$60,000 in 2025 to replace outdated traffic signal controllers at 14th Street and 16th Street, which are no longer reliable. The purchase will be made through sole-source procurement from TS&L, LLC.. This will ensure system consistency, upgrade will match the existing citywide equipment, and they will provide a spare cabinet for quick replacement in case of damage or failure. Staff recommends improvements as it will enhance traffic flow, allow for signal timing adjustments, and reduce the risk of service interruptions.

Civil Engineer Craig Spaulding answered questions for Council.

Councilor Alicia Gresley moved to approve the purchase from TS&L for the 2025 Traffic Signal Controller Improvements in the amount of \$47,150; seconded by Councilor Karen Roberts.

Roll Call: Yes - Joe Carpenter, Karen Roberts, Clint Hostettler, Alicia Gresley, and Sean Strode.
No – None.

Consider Letter of Support - Parachute Area Transit System (PATS)

City Manager Patrick Waller presented a request to consider a letter of support for the Parachute Area Transit System (PATS). The Town of Parachute operates the Parachute Area Transit System (PATS), providing service between Battlement Mesa, Parachute, and Rifle. The Town of Parachute is exploring an on-demand transit option, similar to services used in the Roaring Fork Valley, that would allow riders to request trips via a mobile app. The Town of Parachute is currently obtaining data and pursuing grant funding to support the expansion. Staff recommends approval of the letter of support to assist with the application process gap.

City Manager Patrick Waller answered questions for Council.

Councilor Clint Hostettler moved to approve a letter of support for the Town of Parachute's Grant application for the expansion of Parachute Area Transit System; seconded by Councilor Alicia Gresley.

Roll Call: Yes - Clint Hostettler, Karen Roberts, Joe Carpenter, Alicia Gresley, and Sean Strode.
No – None.

Consider Change to Grant Application for Colorado Energy Office Local Impact Accelerator Grant

Community Development Director Zach Higgins presented a request to consider a change to the grant application for the Colorado Energy Office Local Impact Accelerator Grant. The City of Rifle had previously applied for the Colorado Energy Office funding to develop pre-approved ADU plans, but the feedback received indicated the proposal was not competitive enough. As an alternative, staff are exploring the option of including a transportation pilot specifically a "Downtowner" on-demand service to strengthen the grant application. Funding requests range from \$175,000 to \$500,000, which would cover one to two years of service, allowing the City of Rifle to collect data on the necessity and efficiency before deciding on long-term viability. City Council direction is requested to proceed with the added transportation service as part of the grant application knowing that if the grant is approved additional policy implementation/amendment will be needed or alternative funding will be required to support the ADU plan development. Staff recommends approving the inclusion of a "Downtowner" service as part of the CEO Local Impact Accelerator grant application.

Community Development Director Zach Higgins and City Manager Patrick Waller answered questions for Council.

Councilor Alicia Gresley moved to approve the inclusion of a "Downtowner" service in the CEO Local Impact Accelerator Grant Application; seconded by Councilor Karen Roberts.

Roll Call: Yes - Alicia Gresley, Karen Roberts, Clint Hostettler, Joe Carpenter and Sean Strode.
No – None.

Report to City Manager

Reports were heard from Patrick Waller, Wilton Anderson, Craig Spaulding, Scott Rust and Kim Burner.

Comments from Mayor and Council

Comments were heard from Councilor Karen Roberts, Councilor Alicia Gresley, Councilor Clint Hostettler, Councilor Joe Carpenter and Mayor Sean Strobe.

EXECUTIVE SESSION

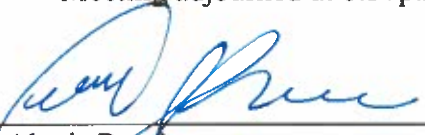
Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees (City Manager Review).

Mayor Sean Strobe moved to go into Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) - City Manager Review; seconded by Councilor Clint Hostettler.

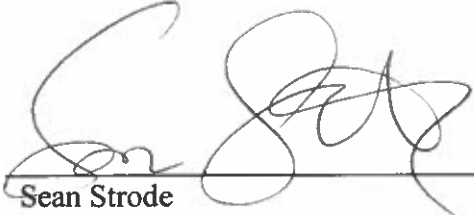
Roll Call: Yes – Joe Carpenter, Karen Roberts, Clint Hostettler, Alicia Gresley and Sean Strobe
No – None.

Adjournment

Meeting adjourned at 8:37p.m.


Alexis Ramirez
City Clerk




Sean Strobe
Mayor