



RIFLE CITY COUNCIL

REGULAR MEETING

November 5, 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 Chris Bornholdt, Councilor Michael Clancy, Councilor Clint Hostettler, Councilor Karen Roberts, and Mayor Sean Strode.

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

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

No – None.

Others Present:

City Manager Patrick Waller, City Clerk Alexis Ramirez, City Attorney Jim Neu, Parks & Recreation Director Austin Rickstrew, Public Works Director Brian Prunty, Chief of Police Debra Funston, Main Street Manager Kim Burner, Procurement & Grant Manager Iris Trevisano, Community Development Director Zach Higgins, Senior Planner Geir Sverdrup, Finance Director Scott Rust, ETC Institute Assistant Director of Community Research Ryan Murray, Chief Executive Officer at Roaring Fork Transportation Authority (RFTA) Kurt Ravenschlag, Victor Casanova and Jonathan Rice.

PUBLIC COMMENT

Public comments heard from Paul Rice, Morgan Hammond and Leslie Smith.

CONSENT AGENDA – CONSIDER THE FOLLOWING ITEMS:

- A. Consider Minutes of the October 1, 2025 Regular Meeting
- B. Consider Minutes of the October 15, 2025 Regular Meeting
- C. Consider Liquor License Renewal for J&L, Inc. dba Shanghai Garden
- D. Consider Liquor License Renewal for BPOE Lodge dba Rifle Lodge No. 2195
- E. Consider Liquor License Renewal for Coloradough, LLC dba Sweet Coloradough

Councilor Alicia Gresley moved to approve Consent Agenda Items A, B, C, D and E; seconded by Councilor Michael Clancy.

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

No – None.

PRESENTATION

Roaring Fork Transit Authority (RFTA)- Hogback Services

Chief Executive Officer at Roaring Fork Transportation Authority (RFTA) Kurt Ravenschlag, provided a brief description regarding RTA- Regional Transportation Authority. An RTA is a transportation system established under Colorado law through the collaborated efforts of counties, cities and districts; addresses regional transportation needs and has the ability to construct, operate, maintain, and finance the transportation system. Operational factors presented included, more than 5.2 million miles of service last year, using a fleet of 126 buses and a workforce of 400 employees with 212 bus operators. RFTA Chief Executive Officer Kurt's presentation covered a significant focus on RFTA's Hogback transit service survey. This survey is conducted every two years and encompasses services provided in Garfield County covering Glenwood Springs, New Castle, Silt and Rifle. This route receives lower frequency of service, particularly between New Castle and Rifle; yet survey results conveyed, Rifle and Silt generating up to 50% of all the boardings. Another factor presented was the eastbound and westbound Hogback schedule revealing a significant midday service gap, with most trips clustered in the morning and in the evening commute periods. The Hogback service route from New Castle to Rifle has historically been funded by Garfield County since 2002, contributing up to \$750,000 annually. The estimated

operating cost for the upcoming year services is approximately \$922,000, and although the County initially planned to reduce their contribution to zero due to budget constraints community advocacy led to a revised commitment of \$250,000, leaving a funding gap of \$848,000. The Board of Directors have agreed to cover this deficit for 2026, providing a temporary solution while stakeholders evaluate long-term funding solutions. Service for 2026 is expected to remain at historical levels, with the addition of one midday trip between New Castle and Rifle to assess potential ridership benefits.

Chief Executive Officer at Roaring Fork Transportation Authority (RFTA) Kurt Ravenschlag answered questions for Council.

Comments were heard from Councilor Alicia Gresley, Councilor Clint Hostettler, and Mayor Sean Strode.

2025 Community Survey

ETC Institute Assistant Director of Community Research Ryan Murray, presented the 2025 Community Survey results. ETC Institute is a nationally recognized leader in market research for local governments and conducts statistical community surveys to help local governments gather and use survey data to make better decisions for their communities. The Institute specializes in providing statistical and rigorous assessments for jurisdictions across the country. For this study, a survey was distributed to every household within the community, with multiple response options including phone, mail and online submissions. Extensive follow-up efforts were conducted to maximize participation. A total of 478 responses were collected, providing an error margin of 4.5%-5% at the 95% confidence level. Mapping responses show a stronger representation in the northern census block groups, with fewer responses in the southern portion of the community. These maps indicated that the city is providing services consistently across neighborhoods. The overall community perception and its services were characterized strong and positive, exceeding residents' expectations. Residents reported high satisfaction with city services, community safety and their overall quality of life. Low-performing areas included tax value, quality of new development, appearance of residential properties, signage, parking and local traffic enforcement. The importance satisfaction ratings on the survey identified the following three top priorities for improvement - City water utilities (overall quality), street maintenance, and enforcement of the City Code and Ordinances.

ETC Institute Assistant Director of Community Research Ryan Murray answered questions for Council.

Comments were heard from Councilor Alicia Gresley, Councilor Karen Roberts and Mayor Sean Strode.

PUBLIC HEARING

Consider Amendment to the Rifle Municipal Code for Development Applications Expedited Review - Ordinance No. 11, Series of 2025 (1st Reading)

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING THE RIFLE MUNICIPAL CODE TO CREATE AN EXPEDITED REVIEW PROCESS FOR AFFORDABLE RESIDENTIAL DEVELOPMENT APPLICATIONS

Mayor Sean Strode opened the public hearing.

Senior Planner Geir Sverdrup and Community Development Director Zach Higgins presented request to consider amending the Rifle Municipal Code for development applications expedited review -Ordinance No. 11, Series of 2025. (1st Reading). The proposed amendment is to establish an expedited review process for development applications with a primary focus on accelerating affordable housing projects in alignment with Colorado's Proposition 123 requirements and clearly defines the review process intended to reduce the approval timeline for qualifying projects. As part of a comprehensive update, this ordinance incorporates new definitions such as median income, affordable housing and revisions necessary to support the efficient process of affordable housing developments. The proposed code modifications have been reviewed by the Colorado Department of Local Affairs (DOLA) and Municipal Legal Counsel confirming that the amendments meet the state compliance requirements. Adoption of this process will enhance the City's eligibility for additional State grant funding. Although the State mandates expedited review for jurisdictions in

the Metropolitan planning areas and along the Front Range, the City of Rifle is voluntarily opting into this requirement, positioning the community to proactively support housing affordability and secure associated funding opportunities. The Rifle Planning Commission recommends approval of this amendment to the Rifle City Council.

No public comment was heard.

Senior Planner Geir Sverdrup and Community Development Director Zach Higgins answered questions for Council.

Comments were heard from City Manager Patrick Waller, Councilor Clint Hostettler, Councilor Alicia Gresley, and Mayor Sean Strobe.

Mayor Sean Strobe closed the public hearing.

Councilor Clint Hostettler moved to approve amendment to the Rifle Municipal Code for Proposition 123 expedited review - Ordinance No. 11, Series of 2025 (1st Reading) as presented in order to be published as required by Charter.; seconded by Councilor Alicia Gresley

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

No – None.

Consider Amendment to the Rifle Municipal Code for Condominiumization - Ordinance No. 12, Series of 2025 (1st Reading)

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING ARTICLE 5 OF CHAPTER 16 OF THE RIFLE MUNICIPAL CODE BY CREATING NEW REGULATIONS FOR CONVERTING EXISTING STRUCTURES INTO INDIVIDUAL CONDOMINIUMS

Mayor Sean Strobe opened the public hearing.

Senior Planner Geir Sverdrup and Community Development Director Zach Higgins presented request to consider amendment to the Rifle Municipal Code for condominiumization – Ordinance No. 12, Series of 2025 (1st Reading). Proposed amendment will streamline the process for converting existing multi-tenant buildings, such as apartments and duplexes, into condominiums. The change shifts the review from a full subdivision process to an administrative approval, reducing timelines while maintaining safety and legal standards. Key features included in the amendment apply only to existing structures, eliminates public hearings but retains agency referrals, requires compliance with fire and building codes, individual unit services, and HOA documentation review by the City Attorney. New structures will continue to undergo the traditional full subdivision process. Staff recommends amendment as it will expedite approvals, increase homeownership opportunities and allow residents to build equity through condominium ownership while supporting housing diversity and community housing goals without changing land use. The Rifle Planning Commission recommends amendment approval to the Rifle City Council.

No public comment was heard.

Senior Planner Geir Sverdrup and Community Development Director Zach Higgins answered questions for Council.

Comments were heard from City Manager Patrick Waller, City Attorney Jim Neu, Councilor Alicia Gresley, and Mayor Sean Strobe.

Mayor Sean Strobe closed the public hearing.

Councilor Alicia Gresley moved to approve amendment to the Rifle Municipal Code for Condominiumization – Ordinance No. 12, Series of 2025 (1st Reading) as presented in order to be published as required by Charter; seconded by Councilor Clint Hostettler

Roll Call: Yes - Chris Bornholdt, Michael Clancy, Clint Hostettler, Alicia Gresley, Karen Roberts, and Mayor Sean Strobe.

No – None

Consider Amendment to the Rifle Municipal Code for Driveway Setbacks - Ordinance No. 13, Series of 2025 (1st Reading)

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING ARTICLE 3 OF CHAPTER 16 OF THE RIFLE MUNICIPAL CODE TO AMEND DRIVEWAY SETBACK STANDARDS

Mayor Sean Strode opened the public hearing.

Senior Planner Geir Sverdrup and Community Development Director Zach Higgins presented request to consider amendment to the Rifle Municipal Code for driveway setbacks – Ordinance No. 13, Series of 2025 (1st Reading). The proposed amendment’s primary objective is to enhance clarity and consistency within the code by consolidating all driveway setback requirements into one single, comprehensive table. Currently, these requirements are spread across multiple sections, leading to confusion and frequent disputes with applicants regarding appropriate driveway lengths. The amendment aims to rectify this by formalizing the 20-foot driveway length standard. This standard is based on the average length of a vehicle, ensuring that driveways can adequately house a car without encroaching upon sidewalks or public right-of-way. This standard does not alter the existing requirement, but rather its location and presentation within the municipal code (specifically Section 6-3-30), making it more accessible and unambiguous. Staff recommends amendment as it is expected to significantly reduce applicant disputes, streamline the permit process, and provide clear guidance for both staff and the public, ultimately solving many recurring problems. The Rifle Planning Commission recommends amendment approval to the Rifle City Council.

Senior Planner Geir Sverdrup and Community Development Director Zach Higgins answered questions for Council.

Mayor Sean Strode closed the public hearing.

Comments were heard from Councilor Chris Bornholdt, Councilor Michael Clancy, Councilor Alicia Gresley, Councilor Karen Roberts, and Mayor Sean Strode.

Councilor Michael Clancy moved to approve Amendment to the Rifle Municipal Code for Driveway Setbacks – Ordinance No. 13, Series of 2025 on first reading as presented and order it to be published as required by Charter; seconded by Councilor Alicia Gresley.

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

No – None.

REGULAR AGENDA

Consider Scalzo Ranch Lot 5 Final Plat — Resolution No. 22, Series of 2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO, APPROVING THE MINOR SUBDIVISION OF LOT 5, SCALZO RANCH SUBDIVISION, 2ND AMENDED IN THE CITY OF RIFLE

Senior Planner Geir Sverdrup and Community Development Director Zach Higgins. presented request to Consider Scalzo Ranch Lot Final Plat - Resolution No. 22, Series of 2025. The request is to split Lot 5 into Lot 5A and Lot 5B on a minor subdivision site located between White River and Monroe, North of 9th Street. Lot 5A will use a new 16-foot “flag lot” driveway from Monroe, while Lot 5B will continue to have access via the southeast shared driveway easement. Applicants Victor and Consuelo Casanova along with their representative have been aware of these requirements since the preliminary sketch phase, they have agreed to all the stipulations. A Subdivision Improvement Agreement (SIA) requires removing the existing emergency access to Whiteriver, replacing the curb cut with a vertical curb, and restoring the detention pond to as-built conditions. Before recording, the applicant must extend water, sewer, and electrical service to Lot 5A and provide digital GIS files. Staff recommends approval as the proposal meets all code requirements. Planning Commission recommends approval to the Rifle City Council.

Senior Planner Geir Sverdrup and Community Development Director Zach Higgins answered questions for Council.

Comments were heard from Councilor Clint Hostettler, Councilor Michael Clancy, Councilor Alicia Gresley, Councilor Karen Roberts, and Mayor Sean Strode.

Councilor Clint Hostettler moved to approve Resolution No. 22, Series of 2025 and Subdivision Improvement Agreement for the Scalzo Ranch Lot 5 Final Plat as presented with staff recommendations; seconded by Councilor Michael Clancy.

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

No – None.

Consider Request from Rifle Community Foundation Board to Remove Funding Restrictions

City Manager Patrick Waller presented a request from the Rifle Community Foundation Board to remove funding restrictions. Rifle Community Foundation Board is requesting the removal of long-standing funding restrictions tied to a portion of its annual allocation from the City of Rifle. Since 2021, the City has contributed \$76,000 each year; \$35,000 from the general fund and \$41,000 from the marijuana excise tax revenue. This funding source has declined dramatically over time, falling from more than \$100,000 in prior years to an estimated \$13,500 this year. Funds were restricted specifically for drug and alcohol prevention and recovery programs serving the youth under 18 years of age. Because the restricted category allows only a narrow pool of eligible applicants, the Foundation has faced a recurring lack of qualifying grant proposals. As a result, the general fund has had to cover unmet funding amounts, reducing flexibility and diminishing the competitiveness of the grant cycle. To address these challenges, the Foundation Board recommends consolidating all City-provided funds into a single, unrestricted grant pool. This change would expand eligibility for local nonprofits, streamline the allocation process, and allow the Foundation to respond more effectively to community priorities.

City Manager Patrick Waller answered questions for Council.

Comments were heard from Councilor Clint Hostettler, Councilor Michael Clancy, Councilor Alicia Gresley, Councilor Karen Roberts, City Attorney Jim Neu and Mayor Sean Strode.

Councilor Alicia Gresley moved to remove the requirement that \$41,000.00 in the Rifle Community Foundation Funding is reserved for Drug and Alcohol grant applications; seconded by Councilor Karen Roberts.

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

No – None.

Consider Approval of Purchase of a Mobile Column lift System for Fleet Department

Procurement & Grant Manager Iris Trevisano and Public Works Director Brian Prunty presented request to purchase a four-post mobile column lift system (Model BPW-10-4AJ) from ARI Hetra for \$50,264.80. This acquisition will be possible through a \$30,000 mini-grant from the Garfield County Federal Mineral Lease District, with the remaining \$20,264.80 coming from the department's budget. The four-post lift system can raise up to 72,000 pounds, allowing mechanics to safely and effectively service the entire fleet of heavy trucks and equipment. It features multiple safety systems, a low-maintenance screw-ball design, it is both electric and battery operated and can be expanded if needed in the future. The system is crucial for improving mechanical safety, enhances maintenance capabilities, and extends the service life of vehicles. A resolution authorizing staff to pursue this grant was approved in August of 2024 and the department is now ready to proceed with purchase.

Procurement & Grant Reporting Manager Iris Trevisano and Public Works Director Brian Prunty answered questions for Council.

Comments were heard from Councilor Alicia Gresley, Clint Hostettler, and Mayor Sean Strode.

Councilor Clint Hostettler moved to approve the purchase BPW-10-4AJ Mobile lift for the amount of \$50,264.80 from ARI Hetra; seconded by Councilor Alicia Gresley.

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

No – None.

Consider Awarding Bid to SE Group for the Comprehensive Plan Reconfirmation and Land Use & Development Code Update

Procurement & Grant Manager Iris Trevisano and Community Development Director Zach Higgins presented the request to consider awarding bid to SE Group for the Comprehensive Plan Reconfirmation and Land Use & Development Code Update. The City of Rifle received a \$200,000 Department of Local Affairs (DOLA) Local Planning Capacity Grant to support a Comprehensive Plan Reconfirmation and Land Use/Development Code Update, in alignment with Proposition 123 requirements. After receiving seven proposals, the selection committee recommended hiring SE Group for the project at a cost of \$279,830, which is within budget. The update will reconfirm the City's comprehensive plan goals, re-envision South Rifle as a cohesive neighborhood, and modernize the land use code to be more effective and community driven. SE Group's multidisciplinary team, including Pel-Ona Architects & Urbanists, Peter Jay Park, Metta Urban Design, and ECOnorthwest will provide expertise in planning, engagement, form-based code, visual design, and fiscal analysis.

Procurement & Grant Manager Iris Trevisano and Community Development Director Zach Higgins answered questions for Council.

Comments were heard from Councilor Alicia Gresley, Clint Hostettler, and Mayor Sean Strode

Councilor Alicia Gresley moved to approve Awarding Bid to SE Group for the Comprehensive Plan Reconfirmation and Land Use & Development Code Update in the amount not to exceed \$279,830; seconded by Councilor Michael Clancy.

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

No – None.

Consider Approving CEO Local Impact Accelerator for Rifle Strategic Growth Acceleration Project - Resolution No. 21, Series of 2025

Procurement & Grant Manager Iris Trevisano and Community Development Director Zach Higgins presented request to submit a grant application to the Colorado Energy Office to participate in the Local Impact Accelerator Program, that will support the City's Strategic Growth Plan. There is a 5% match requirement for this grant, which would range between \$13,875 and \$51,250 depending on the award size. The proposed grant supports several initiatives aimed at promoting sustainable, energy-efficient, and community-focused growth. Among the initiatives, the development of pre-approved Accessory Dwelling Units (ADU) plan is to simplify construction and permitting and Establish ADU grant funds to assist property owners with project costs. The implementation of impact fee waivers is to encourage ADU construction and Integration of a Micro Transit service with the purpose of enhancing downtown transportation and access to services. Funding levels may vary depending on the final award size. As part of the grant participation, Rifle will advance on two key policy commitments, Neighborhood Centers and Supportive ADU Jurisdiction. Neighborhood Centers allow for the use of land to promote mixed-uses and walkable areas; and the Supportive ADU Jurisdiction involves moving towards becoming a jurisdiction that actively supports and facilitates the development of ADUs. This application aligns and strengthens Rifle's strategic growth and sustainability initiatives.

Procurement & Grant Manager Iris Trevisano and Community Development Director Zach Higgins answered questions for Council.

Comments were heard from Councilor Clint Hostettler, Councilor Alicia Gresley, Councilor Karen Roberts, City Manager Patrick Waller, City Attorney Jim Neu and Mayor Sean Strode

Councilor Alicia Gresley moved to approve Resolution No. 21, Series of 2025 to allow staff to submit grant application to Colorado Energy Office, the City Manager to sign the grant agreement and to extend the funds necessary to meet the terms of the grant not to exceed \$51,250; seconded by Councilor Karen Roberts.

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

No – None.

Report to City Manager

Reports were heard from Patrick Waller, Jim Neu, Zach Higgins, Geir Sverdrup, Brian Prunty, Debra Funston, and Austin Rickstrew

Comments from Mayor and Council

Comments were heard from Councilor Karen Roberts, Councilor Michael Clancy, Councilor Alicia Gresley, Councilor Clint Hostettler, Councilor Chris Bornholdt, and Mayor Sean Strode.

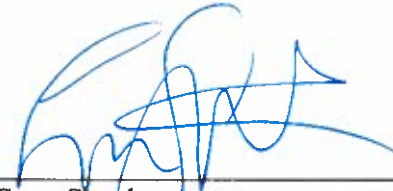
Adjournment

Meeting adjourned at 8:23 p.m.



Alexis Ramirez
City Clerk





Sean Strode
Mayor

