



CITY COUNCIL

WORKSHOP AND REGULAR MEETING AGENDA

July 1, 2026

7:00 PM

202 Railroad Avenue, Rifle, CO 81650

4:45 PM - Workshop Dinner

5:15 PM - Workshop Meeting

Discussion and Review

- a. IT Network Security Update
- b. Local Preference Discussion
- c. Veteran's Memorial Renovation Project Update
- d. Grand Junction Business Incubator Center — Memorandum of Understanding Discussion

7:00 PM - Regular Meeting

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
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 June 17, 2026 Regular Meeting
 - 5.b. Consider Liquor License Renewal for Dillon Companies LLC, dba City Market #43
 - 5.c. Consider Amendment to Chapter 16 of the Rifle Municipal Code: Automotive Repair Shops - Ordinance No. 14, Series of 2026 (2nd Reading)
 - 5.d. Consider Amendment to Chapter 16 of the Rifle Municipal Code: Garage Requirements For New Homes - Ordinance No. 15, Series of 2026 (2nd Reading)
6. **Action, if any, on Workshop Items**

7. Regular Agenda

- 7.a.** Consider Approval of Phase 1 of Advanced Energy Management Interval Meter Replacements and Monitoring Services

8. Administrative Reports

- 8.a.** Report to City Manager

9. Comments from Mayor and Council

10. 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 Ramirez 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:

IT Network Security Update

Presenter:

Kelly Thompson, IT Director
Jake Statler

Item Description:

To provide City Council with an update on network security and answer any questions regarding security and future plans.

Recommended Action:

None, discussion only.

Fiscal Impact:

To be determined

Operational Impact:

None

Prior Board Motions:

None

Background Information:

We have been very security focused and have made numerous changes to fortify the network as well as enhancing employee training for phishing.

Executive Summary:

We will be giving an update on the state of security for the City of Rifle network, enhancements that we have implemented, and the ever-changing landscape for security including AI threats, state-sponsored actors, vulnerabilities and our response, etc.

Notification Requirements:

None

Prepared By:

Kelly Thompson, IT Director

Attachments:

None



Agenda Item #b.

Agenda Item Name:

Local Preference Discussion

Presenter:

Iris Trevisano, Procurement and Grant Reporting Manager

Item Description:

Local Preference Discussion

Recommended Action:

Discussion Only.

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

Ordinance No. 7, Series of 2022 was approved on May 4, 2022. This was the last time the procurement code was updated.

Background Information:

Article III of Chapter 4 of the Municipal Code was repealed and reenacted to streamline procurement operations, reduce the administrative burden associated with minor City contracts, and clearly define spending and purchasing authorities.

Executive Summary:

On the May 20, 2026, City Council regular meeting, staff was directed to provide information to Council on Sec. 4-3-210 — Methods of Source Selection; Local Preference.

Notification Requirements:

N/A

Prepared By:

Patrick Waller, City Manager

Attachments:

1. Local Preference 4-3-210
2. Local Preference Past Bid Submissions

Procurement and Grant Reporting

City of Rifle

202 Railroad Avenue, Rifle, CO 8165

970-665-6412



MEMORANDUM

TO: Rifle City Council
CC: Patrick Waller, City Manager
FROM: Iris Trevisano, Procurement and Grant Reporting
DATE: July 1, 2026
SUBJECT: **Sec. 4-3-210. - Methods of source selection (Local preferences)**

Background

In 2022 the City of Rifle updated its methods of source selection which allowed local preferences in the selection of City of Rifle Vendors. The code reads as follows:

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

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.

Other Local Preferences Within the Region

Community	Percentage	Distance
Garfield	5%	Within Garfield County
Aspen	5%	Within the Roaring Fork Valley
Glenwood Springs	2.5-5%	45 mile Radius of GWS
New Castle	5%	Garfield County local vendor preference policy
Fruita	None	
Steamboat	10% preference over other bidders or \$5,000 (whichever is less)	

Purpose

Under the City's purchasing policy, staff may apply local preference during bid or proposal evaluation for qualified vendors based in Rifle and Garfield County. This preference is used only for evaluation purposes and does not change the contract price. The goal is to support local participation while ensuring compliance with competitive procurement requirements

Thank you,

Iris Trevisano

Local Preferences

Title	Published Date	Closing Date	Awarded Company	BID COST	Local's %	Local Preference	Location	Qty of Submitted bids	Bidder & Local %	Bid Submisson	Local Preference	Bidder & Local %	Bid Submisson	Local Preference	Bidder & Local %	Bid Submisson	Local Preference	Bidder & Local %	Bid Submisson	Local Preference
Penwell Transmission Waterline Replacement	04/18/2025	5/13/2025	Gould Construction, Inc.	\$7,739,449.42	1%	\$7,662,054.93	GWS	5	Heyl Construction, Inc. 1%	\$8,098,830.61	\$8,017,842.30	Johnson Construction, Inc. 2%	\$8,556,178.48	\$8,385,054.91	Native Sun Construction	\$9,198,870.05	N/A	Sunroc Corporation	\$12,950,600.35	N/A
Whiteriver Avenue Improvements	03/09/2026	5/6/2026	CW Construction	\$1,484,232.00	N/A	N/A	Grand Junction	5	Martinez Western Constructors 1%	\$1,484,232.00	\$1,454,547.36	Tally Ho Construction 2%	\$ 1,250,482.50	\$1,225,472.85	Johnson Construction, Inc. 2%	\$1,609,192.10	\$1,577,008.26	Frontier Paving 1%	\$1,332,871.35	\$1,319,542.64
City of Rifle Birch Park Construction	07/01/2025	7/24/2025	Gould Construction	\$4,242,816.80	1%	\$4,200,388.63	GWS	5	Dare Case	\$4,787,827.66	N/A	A.D. Miller Construction	\$4,968,963.13	N/A	Johnson Construction, Inc. 2%	\$4,987,711.71	\$4,887,957.48	PNCI Construction, Inc.	\$6,032,854.96	N/A
9th Street and Whiteriver Sewer Replacement	05/30/2025	6/20/2025	CW Construction	\$434,079.93	N/A	N/A	Grand Junction	4	Martinez Western Constructors 1.5%	\$472,803.62	\$465,711.57	Gould Construction 1 %	\$891,191.55	\$882,279.63	Holmes Excavation 1%	\$588,800.31	\$582,912.31			
Downtown Rifle Railroad Avenue Rehabilitation Project	03/21/2024	4/17/2024	Martinez Western Constructor	\$3,181,778.15	1%	\$3,149,960.37	Rifle	3	Frontier Paving 1%	\$3,707,455.11	\$3,670,380.56	Johnson Construction, Inc. 2%	\$4,112,187.75	\$4,029,944.00						
5th Street and Ute Avenue Improvements	01/24/2025	2/21/2025	Martinez Western Constructors	\$1,619,136.00	1%	\$1,602,944.64	Rifle	3	Sunroc Corporation-	\$1,998,242.91	N/A	Johnson Construction, Inc. 2%	\$1,933,254.75	\$1,894,589.66						
Park Avenue Extension PI	11/08/2024	12/6/2024	Martinez Western Constructor	\$820,844.45	1%	\$812,636.01	Rifle	2	Johnson Construction, Inc 2%	\$1,132,087.50	\$1,109,445.75									
Second Pond Inlet Construction	12/13/2024	1/17/2025	Johnson Construction, Inc.	\$1,700,000.00	2%	\$1,666,000.00	Rifle	2	Myers & Sons Construction, LLC	\$2,010,000.00	N/A									
Park Avenue Bridge and Extension	12/12/2025	1/9/2026	Johnson Construction, Inc	\$4,764,958.00	2%	\$4,669,658.84	Rifle	2	Gould Construction 1 %	\$4,796,953.00	\$4,748,983.47									
Northeast Booster Station	04/14/2026	5/13/2026	R&A Enterprise	\$201,238.00	1.5%	\$ 198,219.43	GWS	2	Johnson Construction, Inc 3%	\$253,300.00	\$245,701.00									



Agenda Item #c.

Agenda Item Name:

Veteran's Memorial Renovation Project Update

Presenter:

Brian Prunty, Public Works Director

Item Description:

To provide City Council with an update and answer questions regarding the current state of funding and anticipated construction schedule.

Recommended Action:

Discussion Only.

Fiscal Impact:

TBD

Operational Impact:

N/A

Prior Board Motions:

Approval of construction drawing development

Background Information:

This project has been under development for several years with City Council support and City funding. Initially, the American Legion Post No. 78 provided development of the site. With a completed set of construction plans and cost estimate, we are proceeding with obtaining funding for construction in 2027.

Executive Summary:

The Western Garfield County Veteran's Memorial Renovation is a project of great interest to the city. With the extensive improvements to the existing site, it will take a more regional position in honoring western Garfield County veterans. Currently, our intent is to pursue phased construction and secure funding for Phase 1 in 2027.

Notification Requirements:

N/A

Prepared By:

Brian Prunty, Public Works Director

Attachments:

1. 2026-06-12 Veterans Memorial-Memo-Phasing Plan
2. Phase Costing

3. 2025-12-12 Veteran's Memorial-Landsc Overall Plan



June 12, 2026

Brian Prunty
Public Works Director
City of Rifle, Public Works
BPrunty@RifleCo.org
970-665-6559

Veteran's Memorial Phasing Plan

Dear Brian:

Design Concepts was the lead design consultant for the Veteran's Memorial Renovation Design for the City of Rifle in 2025. The contractual scope of work included the completion of construction documents to be used for future construction, as well as a phasing plan should the City determine the need to stagger the site improvements. Below is an outline proposed for a three-phase approach to construction:

1. Phase 1: Planting
 - a. All trees to be installed.
 - b. All planting beds including concrete edger, boulders, mulch and plant material to be installed, with the exception of (2) planting beds integral to future paving additions. See attached markup for these exclusions.
 - c. All new and repaired sod, along with swale to be installed.
 - d. All native seed to be installed.
 - e. Concrete retaining wall at existing statue to be installed.
 - f. All irrigation adjustments to be installed.
2. Phase 2: Paving and Lighting
 - a. All concrete paving to be installed.
 - b. All associated handrails to be installed.
 - c. All asphalt, striping and parking improvements to be installed.
 - d. All pedestrian and parking lot lighting to be installed.
 - e. All conduit for future shelter lighting to be installed.
 - f. All drainage pans and associated drainage features to be installed.
 - g. (2) additional planting beds at new paving to be installed.
3. Phase 3: Furnishings
 - a. All shelters to be installed.
 - b. All site furnishings, including picnic tables, benches and trash receptacles to be installed.
 - c. Existing statue repair to be completed.
 - d. Decorative entry sign to be installed.

Please contact us with any further questions, as adjustments to this proposed phasing plan can be accommodated.

Thank you!
Sincerely,



Shanen Weber, PLA
Principal
ShanenW@dcla.net
720-573-6502

Western Garfield County Veteran's Memorial Renovation

Phase Costing

6/25/2026

Phase 1

Item	Description	Estimated Cost
Demolition	Includes Site grading	\$28,647.00
Erosion Control	Silt Fence, tracking control, etc.	\$12,437.50
Landscape: Planting	Trees, shrubs, ornamentals, mulch, etc	\$119,895.00
Landscape: Irrigation	for Sod, shrubs, and native seed	\$41,906.25
Electrical Service	Service Connection, conduit, service feeders	\$39,625.00
Site Technical	Surveying, permitting, testing	\$8,841.27
	Bonds	\$24,061.88
	Contingency	\$24,061.88

Phase 1 Total \$299,475.78

Phase 2

Paving	Includes curb/gutter, pans, markings	\$185,920.40
Storm Drainage	Sidewalk Chase	\$4,200.00
Elec: Site Lighting	Luminaires, bollard luminaires, circuitry	\$87,535.00
Elec: Shelter	Includes disconnects, receptacles	\$9,662.50
Elec: Recepticle Ped	Amphitheater, pedestals, circuitry	\$17,640.00
Land: Site elements	Conc. mow band, crusher fines, granite base	\$6,152.50
Site Technical	Surveying, permitting, testing	\$8,516.11
	Bonds	\$31,215.42
	Contingency	\$31,215.42

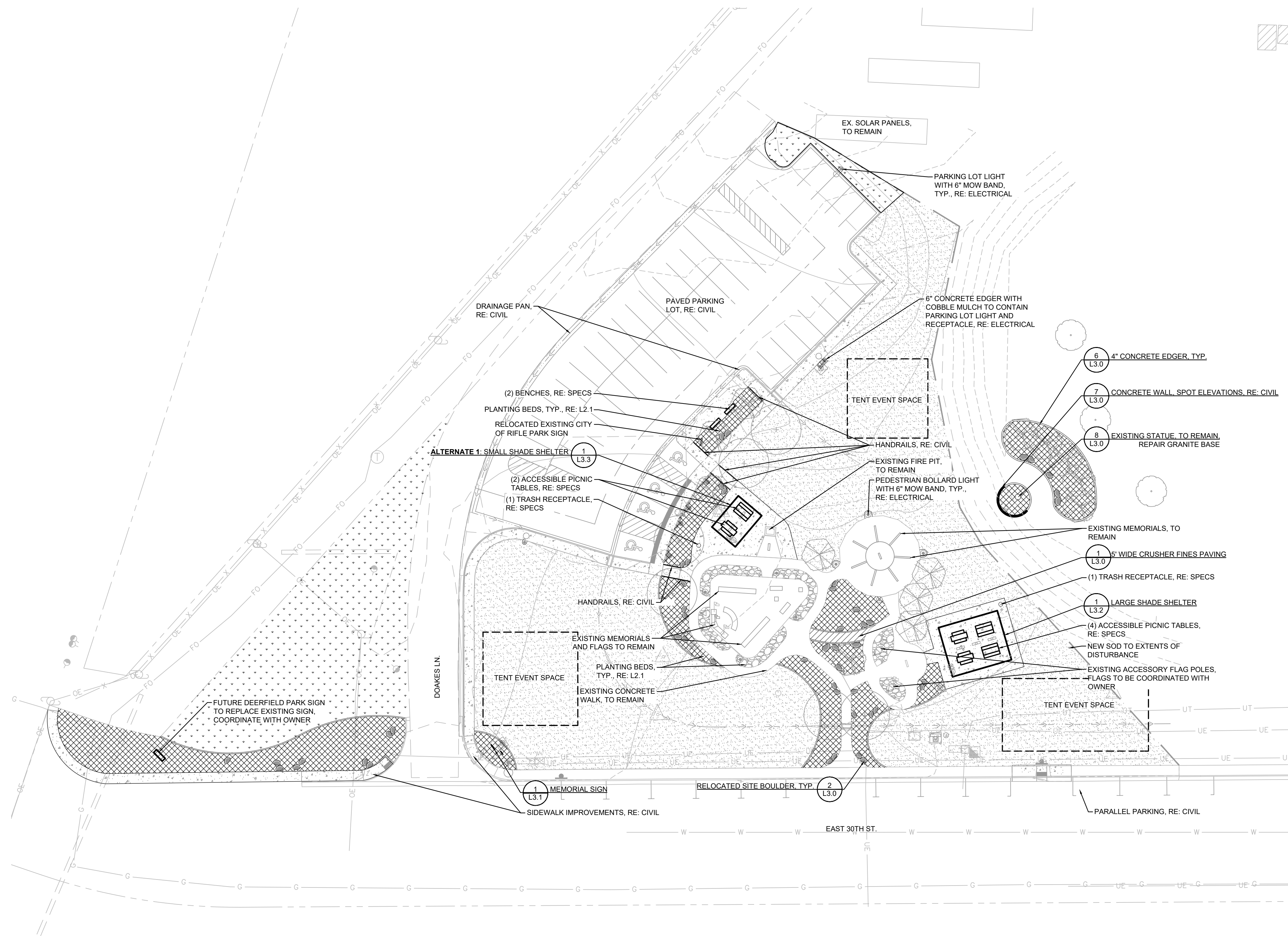
Phase 2 Total \$382,057.35

Phase 3

Land: Furnishings	Includes shelters, benches, tables	\$86,700.00
Memorial Sign	Custom Corten	\$10,000.00
Site Technical	Surveying, permitting, testing	\$1,900.64
	Bonds	\$9,754.82
	Contingency	\$9,754.82

Phase 3 Total \$118,110.28

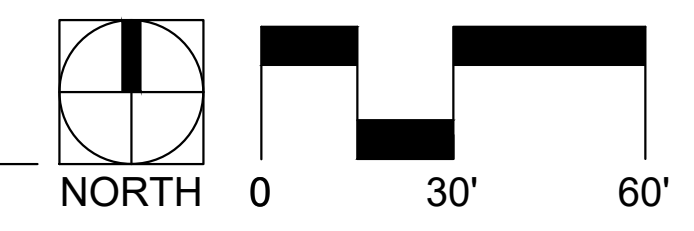
Project Total \$799,643.41



LEGEND

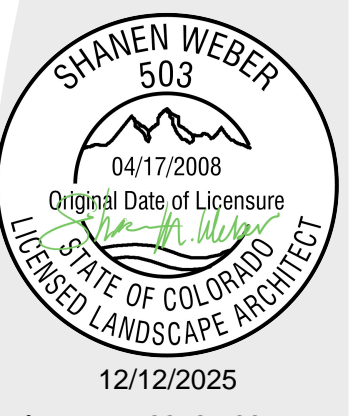
	NEW SOD, RE: SPECS		LANDSCAPE BOULDERS
	NATIVE SEED, RE: SPECS		TRASH RECEPTACLE, RE: SPECS
	EXISTING COBBLE MULCH		DECIDUOUS TREE
	COBBLE MULCH, RE: SPECS		ORNAMENTAL TREE
	CRUSHER FINES, RE: SPECS		EXISTING TREE
	TABLE, RE: SPECS		
	BENCH, RE: SPECS		

1 OVERALL SITE PLAN
Scale: 1" = 30'



SITE NOTES:

- The overall site plan is to be used in conjunction with irrigation, civil, and electrical construction documents and specifications to complete the site information. See Civil plans for additional control points, monuments and benchmarks.
- The preparer of these plans will not be responsible for, or liable for, unauthorized changed to or uses of these plans. All changes of these plans must be in writing and must be approved by the preparer and owner prior to construction.
- Contractor shall maintain a complete set of current drawings used at the project site. The on-site drawing set must include all revisions and issuances made during construction.
- The Contractor shall be solely responsible for safety in, on or about the project site. Any damage to adjacent property or utilities, not designated for removal, relocation or replacement, shall be repaired to original condition and/or replaced by the Contractor at the Contractor's expense.
- The Contractor shall be responsible for obtaining any permits or licenses required for the performance of the work as applicable to the project.
- The Contractor shall obtain, at his own expense, all applicable codes, licenses, standard specifications, permits, binds, etc., which are necessary to perform the proposed work, include, but not limited to a local and state groundwater discharge and Colorado Department of Health and Environment (CDHPE) stormwater discharge permit associated with construction activity.
- Contractor shall be responsible for notifying the Owner if any significant inconsistencies between the existing conditions and these plans are discovered.
- The Contractor shall be responsible for all construction surveying. Layout and staking of all improvements shall be approved by the owner prior to installation of improvements. Discrepancies to the base information shall be brought to the Owner attention for a decision prior to commencing with the work. Notification of request for field review shall be made a minimum of 24 hours in advance.
- Contractor shall examine the site conditions and notify the Owner in writing of unsatisfactory conditions. Do not proceed until conditions have been corrected.
- Contractor shall field verify and examine all existing conditions prior to bidding or performing any construction operation.
- Contractor staging area and construction access to be determined with Owner at pre-construction meeting.
- Contractor shall be responsible for his/her own construction quantity estimates.
- The contractor shall provide all lights, signs, barricades, flagmen and other devices necessary to provide for the public safety on and about the site. The contractor shall furnish appropriate traffic control and safety measures in accordance with the requirements of applicable highways and transportation authority.
- Contractor shall take appropriate measures to protect both on site and adjacent property, trees and vegetation. Areas outside the limits of work as shown on the plans and/or cross sections shall remain undisturbed. Any items not intended for demolition must be protected. Any damage will be repaired at contractor's expense.
- Contractor shall clear and grub the area disturbed by grading. Debris, vegetation, roots and other materials not suitable for backfill shall be removed from the site and disposed of by the contractor.
- Contractor shall remove all debris from demolition operations on a daily basis.
- Additional layout information may be provided to the contractor prior to construction, upon request. Owner will provide digital files of the site plan in AutoCAD format. Allow 72 hours after request for delivery of files.
- Written dimensions will take precedence over scaled dimensions. All dimensions shall be field verified by contractor prior to construction. Any deviation from these plans must be approved by the Owner prior to construction.
- Curved walks and curb edges are intended to be constructed with smooth flowing curves using flexible form materials. Anything other than smooth flowing curves will be rejected. All forms to be inspected & approved by owner. Contractor to give owner 48 hours notification of form inspection.
- Owner shall approve final staking by contractor of all concrete walls prior to construction and/or all form work prior to pouring. Contractor to give owner 48 hours notification of form inspection.
- All site improvements (seat boulders, picnic tables, benches, trash receptacles, etc.) must be field surveyed and staked by contractor. Landscape Architect and/or Owner shall approve staked location of improvements prior to installation.
- It is the responsibility of the Contractor to provide all submittals and cut sheets to the Landscape Architect for approval prior to the commencement of work. See specifications for detailed submittal information.
- Sight triangles and sight lines shall remain unobstructed by equipment, construction materials, plant material or any other visual obstacle during the contract period and at maturity of plants per local jurisdictional requirements. No plant material other than ground cover is allowed to be planted adjacent to fire hydrants as stipulated by jurisdictional requirements.
- Contractor shall provide temporary 6' height chain link fencing around the work area to secure the site. Fencing shall be maintained until project completion.



Project No.: 22534-00
Issued For: BID SET
Date: 12/12/25

Drafted By: SB, ES
Checked By: SW, AH

OVERALL SITE PLAN

L1.0



Agenda Item #d.

Agenda Item Name:

Grand Junction Business Incubator Center — Memorandum of Understanding Discussion

Presenter:

Zach Higgins, Community Development Director

Item Description:

Memorandum of Understanding with Grand Junction Business Incubator Center.

Recommended Action:

None at this time.

Fiscal Impact:

None at this time.

Operational Impact:

None at this time.

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

The proposed Memorandum of Understanding establishes a framework for collaboration between the City of Rifle and the Western Colorado Business Development Corporation, doing business as the Business Incubator Center. The purpose is to strengthen business formation, entrepreneurship support, business retention, light manufacturing opportunities, downtown activation, and broader economic resilience in Rifle.

The MOU is organized around three independent workstreams. First, BIC would extend its hub model to Rifle through an embedded staff position and local business support services. This would include one-on-one business advising, mentorship, succession planning, access to future incubation space and shared tools, funding and loan guidance, grant and incentive support, innovation programming, and inclusion in broader BIC initiatives such as AgriWest, Camino al Éxito, C3, and circular economy efforts.

Second, the MOU provides the possibility of a downtown collaboration involving the Rifle Regional Economic Development Corporation's newly purchased downtown building. BIC could potentially support retail, maker, or customer-facing business activation in that space, but no specific downtown use or commitment is made in the MOU. Any downtown role would require a separate agreement involving RREDC as the property owner.

Third, the City and BIC intend to jointly pursue grants, outside funding, and economic development opportunities that support business incubation, light manufacturing, food systems, shared equipment, and related priorities. The MOU specifically notes potential alignment with the City's sites, facilities, economic development funding, and possible rail spur opportunities. For each opportunity, the parties would determine the appropriate applicant and fiscal agent on a case-by-case basis.

A key element of the proposed partnership is an embedded Rifle staff position employed and supervised by BIC. The City would provide program funding sufficient to cover the fully loaded cost of the position and related Rifle program operations, including salary, benefits, supervision, travel, equipment, and administrative overhead. The MOU clarifies that this would be a program contribution to BIC, not a salary reimbursement, and that the employee would not be a City employee.

The MOU also describes BIC's preferred model for operating incubator space. If space is developed or designated under the partnership, the City or a development partner would provide the space to BIC under a long-term, low-cost lease or operating agreement. BIC would operate the space, lease it to tenant businesses at incentivized rates, and retain rental income to help sustain the Rifle program. Build-out responsibility would generally rest with the City or its development partner unless otherwise agreed.

The agreement is largely non-binding and does not create financial obligations for either party, except for specific general provisions identified in Section 10. Any actual funding, staffing, facility, lease, or equipment commitments would require future definitive agreements and City Council approval. The MOU is intended to lead to one or more future agreements, including a services agreement for BIC's Rifle services and embedded staff position, a possible downtown collaboration agreement, and any agreements related to facility or equipment investment.

The MOU includes an exclusivity provision designating BIC as the City's exclusive business development, incubation, and hub-services partner in Rifle during the term of the MOU. This exclusivity is limited to services that duplicate BIC's business development, incubation, and hub-services role and does not restrict the City's broader economic development work or partnerships outside that scope. The exclusivity is conditioned on BIC's continued performance.

Notification Requirements:

N/A

Prepared By:

Zach Higgins, Community Development Director

Attachments:

1. Partnership Agreement City of Rifle - BIC-highlights

MEMORANDUM OF UNDERSTANDING Business Development Partnership & Incubator Initiative

*Between the Western Colorado Business Development Corporation (dba Business Incubator Center) and
the City of Rifle, Colorado*

This Memorandum of Understanding (“MOU”) is entered into as of _____, 2026 (the “Effective Date”), by and between the **Western Colorado Business Development Corporation**, a Colorado nonprofit corporation doing business as the **Business Incubator Center (“BIC”)**, with its principal office at 2591 Legacy Way, Grand Junction, Colorado, and the **City of Rifle, Colorado**, a Colorado home rule municipality (the “City”), with offices at 202 Railroad Avenue, Rifle, Colorado. BIC and the City are each a “Party” and together the “Parties.”

1. Purpose and Intent

The Parties share a common interest in strengthening business formation, entrepreneurship support and activation, and economic resilience in Rifle and the broader Western Slope region. The purpose of this MOU is to establish a framework for collaboration across three related but independent workstreams: (1) BIC delivering its hub services in Rifle through an embedded staff member and operating programs and leasable incubator spaces; (2) potential collaboration on downtown space, if the City and the Rifle Area Development Corporation wish to explore a role for BIC; and (3) the Parties jointly pursuing grants and funding and bringing economic and business development opportunities to Rifle over time.

The Parties intend that each workstream may advance independently. Progress or commitment on any one is not contingent on the others, allowing the City to move at the pace its governing approvals and funding allow.

This MOU is a statement of mutual intent. Except for the provisions expressly identified in Section 10 as binding, this MOU does not create legally binding or financial obligations on either Party. It is intended to guide the Parties toward one or more definitive agreements as described in Section 9.

2. Background

- **BIC** is Colorado’s oldest business incubator, recognized in 2026 as the InBIA Best Business Incubator in the World. Over forty years it has supported hundreds of businesses, helped diversify the regional economy through successive downturns, and operates a five-pillar hub model spanning business development, space and tools, business funding and loans, grants and incentives, and innovation and labs.
- **The City** is pursuing economic development capacity for Rifle, including support for light manufacturing and industrial businesses that need affordable space and shared tools to

scale beyond garage or basement operations, alongside activation of downtown spaces for retail, maker, and customer-facing businesses.

- The City holds economic development funding, and controls a shovel-ready site near its wastewater facility with potential for light industrial development and a possible rail spur connection. The Rifle Area Development Corporation is separately acquiring a downtown building and developing its own plans for that space.
- The Parties believe combining BIC's model and embedded local presence with the City's sites, facilities, and funding will accelerate measurable, lasting economic outcomes in Rifle without the City having to build this capacity from scratch.

3. Workstream One: BIC Services and Embedded Staff in Rifle

Subject to a definitive services agreement and identification of sustainable funding, BIC intends to extend its hub model to Rifle. Because BIC operates nearby in Grand Junction, it can stretch existing resources, staff, and infrastructure into Rifle rather than building new capacity from the ground up, reducing the cost to the City and meeting mission driven results for our community in Rifle and the surrounding cities and towns.

3.1 Services Under the Hub Model

- **Business development and coaching:** one-on-one advising, mentorship, and confidential consulting that walks alongside businesses, including succession planning support for retiring owners seeking to transfer established businesses.
- **Space and tools:** access to incubation space and shared equipment as facilities are developed under Workstreams Two and Three.
- **Business funding and loans:** exploring the potential to connect to BIC's own capital for gap funding and bank leverage, coordinated with, and not duplicative of, the Garfield County revolving loan fund.
- **Grants and incentives:** guidance on grants, tax incentives, including USDA funding pathways for commercial kitchen and food-system infrastructure.
- **Innovation and labs:** access to BIC's maker space, prototyping, and innovation programming.
- **Macro Initiatives:** Including the area in other large initiatives the BIC creates to spur economic activity, bolster the economy and support small businesses and entrepreneurs long-term, such as, but not limited to, AgriWest, Camino al Éxito, C3 & Circular Economies.

3.2 Embedded Rifle Staff Position

The Parties agree that an effective Rifle presence requires a dedicated person on the ground who can draw resources from BIC and build trusted local relationships, consistent with how BIC

operates in Fruita, Palisade, and other communities, and how the AgriWest initiative embedded a local program manager. The Parties intend the following structure for this position, to be formalized in the services agreement:

- **Funding:** the City provides program funding to BIC sufficient to cover the fully-loaded cost of the position and its associated Rifle program operations, including salary, payroll taxes, benefits, supervision, travel, equipment, and reasonable administrative overhead.
- **Use of funds:** the funding is a program contribution to BIC, not a salary reimbursement. BIC applies the funds to the Rifle program at its discretion, including staffing and operations.
- **Employment and supervision:** BIC employs, houses, and supervises the individual as a BIC staff member, so that hiring, human resources, liability, and confidentiality obligations rest with BIC and not with the City.
- **Role:** the position pulls BIC's resources into Rifle, builds local business relationships, maps needs, and advances the partnership's objectives on the ground.

The Parties acknowledge that meaningful results from incubation and shared tools build over time and that early uptake may be modest before momentum compounds. The specific funding amount, term, performance metrics, and reporting for the position will be defined in the services agreement.

3.3 Space Operation and Sustaining Revenue

BIC's hub model is sustained by operating incubator space and leasing it to tenant businesses at incentivized rates, which generates the revenue that supports staffing, tools, and operations. The Parties intend to apply this proven structure in Rifle. Accordingly, the Parties' preferred approach for any incubator space developed or designated under this partnership is:

- **Provision of space to BIC:** the City or its development partner provides the space to BIC under a long-term, low-cost lease or operating agreement, consistent with the model under which BIC operates its Grand Junction campus, so that BIC need not fund acquisition or build-out it cannot afford.
- **BIC as operator:** BIC operates the space, configures and subleases it to tenant businesses at incentivized rates, and retains the tenant rental income to sustain the Rifle program.
- **Build-out:** responsibility for any build-out or improvement of the space rests with the City or its development partner, not BIC, unless otherwise agreed.

This structure is what allows the partnership to sustain itself past any single funding cycle: the City's investment in space and program funding is converted by BIC into operating businesses, jobs, and tax base, with the rental income making the program self-sustaining rather than dependent on recurring public expenditure. The specific space, lease terms, and revenue arrangements will be defined in a definitive lease or operating agreement.

4. Workstream Two: Potential Downtown Collaboration

The Rifle Area Development Corporation is acquiring a downtown building and developing its own plans for that space. If RADC and the City wish to explore a downtown role for BIC, whether operating a presence, supporting retail and maker activation, or another form of collaboration, BIC is open to that discussion. Any such role would be defined together with RADC as the property owner and set out in a separate agreement. This MOU does not presume or commit either Party to a particular use of the downtown building, which remains subject to RADC's plans and the Parties' further discussion.

5. Workstream Three: Joint Grant Pursuit and Opportunity Development

The Parties intend to work together over time to pursue grants and other funding and to bring economic development opportunities to Rifle. Drawing on BIC's relationships with federal and state funders, including the Economic Development Administration, the Small Business Administration, and the U.S. Department of Agriculture, and its experience packaging competitive applications, the Parties will:

- Identify and jointly pursue grant and funding opportunities that advance business development, incubation, light manufacturing, food systems, and related priorities in Rifle;
- Bring outside dollars, initiatives, and business prospects to the City as they arise, including opportunities that connect to the City's sites and the potential rail spur; and
- Coordinate so that joint pursuits complement, rather than duplicate, existing regional resources.

For each grant or funding opportunity, the Parties will determine on a case-by-case basis which Party serves as applicant and fiscal agent, based on eligibility, program fit, and the long-term sustainability of the funds. BIC may, where eligible and appropriate, advise the City on the productive use of its own economic development funding, but BIC does so as advisor and partner and not as recipient of those particular funds. Nothing in this Section obligates either Party to apply for or contribute to any particular grant.

6. Information Sharing and Planning

To support planning, BIC requests from the City the exact square footage and, if available, blueprints or floor layouts for the relevant sites, and confirmation of the City's priority industry focus. The City has indicated a primary focus on light manufacturing for long-term, stable, well-paying jobs.

BIC intends to prepare, for the City's consideration, a cost schedule for BIC operating in Rifle (including the embedded staff position, tools, space operations, and insurance) and a tools and

equipment schedule by industry. The Parties will convene working sessions, including BIC's grants and incentives lead, to align on priorities and on any future funding requests.

7. Roles and Responsibilities

7.1 BIC Will Use Reasonable Efforts To

- Provide programmatic expertise, curriculum, coaching, and operational know-how from its hub model;
- Employ, house, and supervise the embedded Rifle staff position funded by the City, and make additional staff available to plan and deliver services;
- Prepare the cost schedule, tools schedule, and options described above, and advise on facility and equipment investment; and
- Collaborate on funding strategy and grant pursuit, coordinating with regional capital sources to avoid duplication.

7.2 The City Will Use Reasonable Efforts To

- Fund the embedded Rifle staff position and serve as local convener connecting BIC to Rifle's business community;
- Provide site information, square footage, and available blueprints, and confirm priority industry focus;
- Retain decision authority over the use of its funds and pursue applicable Council approvals; and
- Coordinate City approvals, permitting guidance, and local economic development alignment, including the downtown and industrial-site opportunities.

8. Funding

Each Party is responsible for its own costs incurred in connection with the exploratory and planning activities under this MOU unless otherwise agreed in writing. The Parties intend that the City will fund the embedded Rifle staff position and may direct its grant funds and/or other economic development funds toward facilities and equipment, in each case subject to a definitive agreement and the City's governing-body approval. No financial commitment by either Party is created by this MOU; the embedded position and any other expenditure will be addressed in a definitive agreement and remain subject to available appropriations and Council approval.

9. Path to Definitive Agreements

This MOU is intended to lead to one or more definitive, binding agreements, which may include:

1. A services agreement defining BIC's delivery of hub services in Rifle and the City-funded, BIC-employed staff position, including scope, compensation, term, and performance metrics;
2. If pursued, an agreement governing any downtown collaboration, defined together with the Rifle Area Development Corporation; and
3. Any agreement related to facility or equipment investment using the City's or other funds.

Neither Party is obligated to enter into any such agreement, and each definitive agreement is subject to negotiation in good faith and approval by each Party's governing body.

10. Coordination and General Provisions

10.1 Coordination

Each Party will designate a primary point of contact. The Parties will meet on a regular cadence to review progress, refine scope, and advance the definitive agreements, and material decisions affecting scope, funding, or facilities will be made by the Parties' designated representatives, subject to required internal approvals.

10.2 Non-Binding Effect

Except for Sections 10.3 through 10.10, which the Parties intend to be binding, this MOU is a non-binding expression of intent and does not create enforceable obligations, partnership, joint venture, or agency between the Parties.

10.3 Designated Partner and Exclusivity

In recognition of BIC's commitment to bring its hub model, dedicated staffing, capital, tools, mentorship, and associated liability to Rifle, the City designates BIC as its exclusive business development, incubation and hub-services partner in Rifle for the term of this MOU. During the term, the City will not establish, operate, or fund another organization to provide or operate a business development, incubation or hub-services program in Rifle that duplicates the services BIC provides under this MOU. Where BIC operates incubator space under this partnership, BIC is the exclusive operator of that space. This exclusivity is limited to business development, incubation and hub services and does not restrict partnering with the City on its broader economic development activities, its work with other organizations on matters outside BIC's scope, or its statutory obligations. This exclusivity is conditioned on BIC's continued performance of its commitments and may be suspended or terminated if BIC ceases to perform.

10.4 Independent Parties

Each Party is an independent entity. Nothing in this MOU creates an employment, agency, partnership, or joint venture relationship between the Parties, and neither may bind the other. **The embedded Rifle staff member is an employee of BIC and not of the City.**

10.5 Confidentiality

Each Party will treat non-public information shared under this MOU as confidential and use it only to advance the purposes of this MOU, subject to applicable law, including the Colorado Open Records Act and other public-disclosure obligations applicable to the City.

10.6 Intellectual Property

Each Party retains ownership of its respective methodologies, materials, brands, and intellectual property, including BIC's hub model and curriculum. No license is granted except as expressly agreed in a definitive agreement.

10.7 Term and Termination

This MOU takes effect on the Effective Date and continues for ____ years unless extended in writing or superseded by a definitive agreement. **Either Party may terminate this MOU at any time upon thirty (90) days' written notice, without liability.**

10.8 No Financial Obligation

Nothing in this MOU obligates either Party to expend funds. Any expenditure or financial commitment requires a separate written agreement and is subject to available appropriations and governing-body approval.

10.9 Governing Law

This MOU is governed by the laws of the State of Colorado. The Parties will attempt in good faith to resolve any dispute through discussion between their designated representatives.

10.10 Amendment

This MOU may be amended only by a written instrument signed by both Parties.

11. Signatures

The Parties, intending to establish the framework described above, execute this MOU as of the Effective Date.

**WESTERN COLORADO BUSINESS
DEVELOPMENT CORPORATION (dba
Business Incubator Center)**

By: _____

CITY OF RIFLE, COLORADO

By: _____

Name: Dalida Sassoon Bollig

Title: Chief Executive Officer

Date: _____

Name: _____

Title: _____

Date: _____



Agenda Item #5.a.

Agenda Item Name:

Consider Minutes of the June 17, 2026 Regular Meeting

Presenter:

Alexis Ramirez, City Clerk

Item Description:

Consider Minutes of the June 17, 2026 Regular Meeting

Recommended Action:

Move to approve the minutes of the June 17, 2026, 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 June 17, 2026, Regular Meeting.

Notification Requirements:

N/A

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. 06.17.2026 DRAFT Minutes



RIFLE CITY COUNCIL REGULAR MEETING

June 17, 2026
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 Clint Hostettler.

Present at Roll Call:

Councilor Scott Marsh, Councilor Karen Roberts, Mayor Clint Hostettler, Councilor Chris Bornholdt, and Councilor Alicia Gresley.

Councilor Alicia Gresley moved to excuse Councilor Jonathan Rice and Councilor Michael Clancy from tonight's meeting; seconded by Councilor Karen Roberts.

Roll Call: Yes – Scott Marsh, Karen Roberts, Clint Hostettler, Chris Bornholdt, and Alicia Gresley.
No – None.

Others Present:

City Manager Patrick Waller, City Clerk Alexis Ramirez, City Attorney Wilton Anderson, Procurement & Grant Reporting Manager Iris Trevisano, Community Development Director Zach Higgins, Senior & Event Center Director Tami Sours, Interim Police Chief Lieutenant Mike Kuper, Video Production Specialist Brandon Steele, Sarah Roper, and Juan Loya.

PUBLIC COMMENT

Comments were heard from Owner of Mountain Air Mechanical Sarah Roper and Juan Loya.

CONSENT AGENDA – CONSIDER THE FOLLOWING ITEMS:

- A. Consider Declaring IT Equipment Surplus
- B. Consider Minutes of the June 03, 2026 Regular Meeting
- C. Consider Liquor License Renewal for RCG Rifle, LLC dba Rib City Grill
- D. Consider Liquor License Renewal for Plaza Liquors, LLC dba Plaza Liquors
- E. Consider Approval of Purchase Order to Xcel Energy for Lighting at Park Avenue and Third Street
- F. Consider Request for Letter of Support from Colorado River Valley Chamber of Commerce for Destination Blueprint Grant Application

Councilor Alicia Gresley moved to approve Consent Agenda Items A, B, C, D, E & F; seconded by Councilor Scott Marsh.

Roll Call: Yes – Karen Roberts, Clint Hostettler, Chris Bornholdt, Scott Marsh, and Alicia Gresley.
No- None.

PUBLIC HEARING

Consider Amendment to Chapter 16 of the Rifle Municipal Code: Automotive Shops – Ordinance No. 14, Series of 2026 (1st Reading)

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING ARTICLES 1 AND 3 OF CHAPTER 16 OF THE RIFLE MUNICIPAL CODE TO AMEND DEFINITIONS AND ZONING TABLES RELATED TO AUTO BODY SHOP/PAINTING BOOTH AND AUTOMOTIVE REPAIR SHOP

Mayor Clint Hostettler opened the public hearing.

Public notice was met.

Community Development Director Zach Higgins presented the request to consider amending Chapter 16 of the Rifle Municipal Code concerning Automotive Repair Shops, first reading of Ordinance No. 14, Series of 2026. Current Rifle Municipal Code does not clearly allow indoor automotive maintenance and repair as a standalone use; several existing businesses are operating in zone districts where the use is currently not listed as allowed. This amendment would permit repair shops in the Community Service (CS), Light Industrial (LI), and Industrial (I) zone districts, but not in the Tourist Commercial (TC) zone district. Therefore, bringing existing businesses into compliance with the code. The Planning and Zoning Commission requested to remove “body and frame repair does not include mechanical engine or powertrain repair” from the definition of Auto Body Shop/Painting Booth. This would allow related mechanical, engine, or powertrain repair when associated with body repair work.

Comments were heard from Councilor Chris Bornholdt and Councilor Alicia Gresley.

Mayor Clint Hostettler closed the public hearing.

Councilor Scott Marsh moved to approve amendment to Chapter 16 of the Rifle Municipal Code concerning Automotive Repair Shops – Ordinance No. 14, Series of 2026 on first reading as presented and order it to be published as required by charter; seconded by Councilor Chris Bornholdt.

Roll Call: Yes – Alicia Gresley, Scott Marsh, Chris Bornholdt, Karen Roberts, and Clint Hostettler.
No – None.

Consider Amendment to Chapter 16 of the Rifle Municipal Code: Garage Requirements for New Homes – Ordinance No. 15, Series of 2026 (1st Reading)

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING ARTICLE 7 OF CHAPTER 16 OF THE RIFLE MUNICIPAL CODE TO AMEND GARAGE PARKING REQUIREMENTS

Mayor Clint Hostettler opened the public hearing.

Public notice was met.

Community Development Director Zach Higgins presented the request to consider amending Chapter 16 of the Rifle Municipal Code concerning Garage Requirements for New Homes, first reading of Ordinance No. 15, Series of 2026. Current Rifle Municipal Code has been interpreted to require two parking spaces per dwelling unit, with one space required to be in a garage, and specifies minimum garage-dimension requirements. This amendment would remove the requirement of one space in a garage and all language regarding the size of the garage, leaving the option and size of a garage up to the developer or homeowner for a single-family home, but still require two off street parking spaces. The Planning and Zoning Commission voted to recommend this amendment.

Comment was heard from Councilor Alicia Gresley.

Mayor Clint Hostettler closed the public hearing.

Councilor Karen Roberts moved to approve amendment to Chapter 16 of the Rifle Municipal Code concerning Garage Requirements for New Homes – Ordinance No. 15, Series of 2026 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, Alicia Gresley, Scott Marsh, Chris Bornholdt, and Karen Roberts.
No – None.

REGULAR AGENDA

Consider Approval of Purchase Order for 7-Party MOU Garfield County Older Adult Programs for 2026

Senior and Event Center Director Tami Sours presented the request to approve a purchase order for 7-Party Memorandum of Understanding (MOU) regarding Garfield County Older Adult Programs for 2026. This MOU was previously approved by council in December of 2025. However, the final figures came in higher than expected. The City had previously budgeted \$225,000.00 but the final contract amount was \$238,194.00, as there was an increase in meal and transportation costs. This discrepancy will be absorbed by the General Fund; although not anticipated, if a supplemental appropriation is required, it will be brought back to Council.

No comments were heard.

Councilor Alicia Gresley moved to approve a purchase order in the amount of \$238,194.00 for the 7-Party MOU Garfield County Older Adult Programs for 2026; seconded by Karen Roberts.

Roll Call: Yes – Scott Marsh, Clint Hostettler, Karen Roberts, Alicia Gresley, and Chris Bornholdt.
No – None.

Consider USDA Rural Business Development Grant for the Rifle Business Incubator Project – Resolution No. 15, Series of 2026

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO,
AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE UNITED STATES
DEPARTMENT OF AGRICULTURE RURAL DEVELOPMENT RURAL BUSINESS
DEVELOPMENT GRANT PROGRAM FOR THE RIFLE BUSINESS INCUBATOR
PROJECT**

Rifle City Council Meeting June 17, 2026

Procurement & Grant Reporting Manager Iris Trevisano and Community Development Director Zach Higgins presented the request to authorize the submission of a grant application to the United States Department of Agriculture (USDA) Rural Business Development Grant Program for the Rifle Business Incubator Project; Resolution No. 15, Series of 2026. This resolution is for a no match, federal grant request for \$100,000.00 to be submitted on June 30th. Funds from this grant will be for the improvements of the new Co-Work space, located in the former Whitt & Co. building. Current intentions for funds would include \$20,000.00 for design services and \$80,000.00 for construction services, with potential of building out more rentable office spaces, a conference room, improving bathrooms to make them accessible and possible retail space. This opportunity is being pursued in lieu of not receiving the Department of Local Affairs (DOLA) Ready grant.

No comments were heard.

Councilor Alicia Gresley moved to authorize the submission of grant application to the USDA Rural Business Development Grant Program for the Rifle Business Incubator Project – Resolution No. 15, Series of 2026; seconded by Councilor Scott Marsh.

Roll Call: Yes – Karen Roberts, Scott Marsh, Chris Bornholdt, Alicia Gresley, and Clint Hostettler.
No – None.

Consider Agreement with SGM for the Inspection of Rifle Creek Golf Course Bridges

Procurement & Grant Reporting Manager Iris Trevisano presented the request to approve the inspection of the Rifle Creek Golf Course golf cart bridges by SGM. During a recent Colorado Intergovernmental Risk Sharing Agency property survey, it was recommended that the City obtain a professional evaluation of pedestrian and trail bridges on Rifle Creek Golf Course. SGM was recommended due to the firm’s bridge design and inspection experience and history of successful projects with the city; Park Avenue Bridge Design and Railroad Avenue Bridge Joint Replacement projects. The scope would include the inspection and load ratings for four bridges at the golf course. Although it was not included in the budget for 2026, the funds are available to complete the request by CIRSA, the City’s property casualty insurance provider.

Comments were heard from Councilor Alicia Gresley, Councilor Chris Bornholdt, Councilor Scott Marsh, City Manager Patrick Waller, and Mayor Clint Hostettler.

Councilor Scott Marsh moved to approve the inspection of the Rifle Creek Golf Course golf cart bridges by SGM in the amount of \$20,000.00; seconded by Councilor Alicia Gresley.

Roll Call: Yes – Scott Marsh, Karen Roberts, Clint Hostettler, Alicia Gresley, and Chris Bornholdt.
No – None.

Rifle Regional Economic Development Corporation (RREDC) Board Appointment

In workshop, City Manager Patrick Waller presented an invitation from the Rifle Regional Economic Development Corporation (RREDC), which has recently expanded its Board of Directors from three to five members and is seeking a representative from the City of Rifle to serve on one of the newly created board positions. The appointment of a City Council representative to the RREDC Board would provide an opportunity for the city to maintain a collaborative partnership with the organization and participate in discussions regarding current and future economic development initiatives that support the Rifle community. Council members discussed the invitation during the workshop and considered the value of maintaining City representation on

the RREDC Board.

No comments were heard.

Councilor Scott Marsh moved to approve Chris Bornholdt to serve on the Rifle Regional Economic Development Corporation (RREDC) Board; seconded by Karen Roberts.

Roll Call: Yes – Chris Bornholdt, Scott Marsh, Karen Roberts, and Clint Hostettler.

Recused – Alicia Gresley.

No – None.

Consider Approval of Appointment of Thomas Klein as Chief of Police

City Manager Patrick Waller presented the request to approve Thomas Klien as the new City of Rifle Chief of Police. In April of 2026, the City of Rifle initiated the search for the next Chief of Police and received 16 qualified applicants. Two finalists were identified and participated in a thorough two-day vetting process which included city tours, Police Department meet & greet, a public open house, a staff panel interview, and a Council panel interview that required a presentation from the candidates. After receiving ample feedback from council, staff, and the community, it is recommended that Thomas Klien be appointed as the next Rifle Police Chief.

Comment was heard from Mayor Clint Hostettler.

Councilor Chirs Bornholdt moved to approve Thomas Klein as the new City of Rifle Chief of Police; seconded by Councilor Karen Roberts.

Roll Call: Yes – Chris Bornholdt, Scott Marsh, Karen Roberts, Clint Hostettler, and Alicia Gresley.

No – None.

Report to City Manager

Comments were heard from City Manager Patrick Waller, Interim Police Chief Lieutenant Mike Kuper, and Community Development Director Zach Higgins.

Comments from Mayor and Council

Comments were heard from Councilor Chris Bornholdt, Councilor Alicia Gresley, Councilor Scott Marsh and Mayor Clint Hostettler.

Adjournment

Meeting adjourned at 8:02 p.m.

Alexis Ramirez

City Clerk

Clint Hostettler

Mayor



Agenda Item #5.b.

Agenda Item Name:

Consider Liquor License Renewal for Dillon Companies LLC, dba City Market #43

Presenter:

Alexis Ramirez, City Clerk

Item Description:

Consider Liquor License Renewal for Dillon Companies LLC, dba City Market #43

Recommended Action:

Move to approve the Liquor License Renewal for Dillon Companies LLC, dba City Market #43

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

Dillon Companies LLC, dba City Market #43 located at 1320 Railroad Avenue, Rifle, CO has submitted a Fermented Malt Beverage and Wine 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. 2026 REDACTED City Market Renewal Application

DR 8400 (05/05/25)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
PO BOX 17087
Denver CO 80217-0087
(303) 205-2300

Submit to Local Licensing Authority

CITY MARKET #43
PO BOX 305103
Nashville TN 37230

RECEIVED

JUN 15 2026

City Clerk
City of Rifle

Fees Due	
Annual Renewal Application Fee	\$
Renewal Fee	346.25
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	\$346.25

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 MoveIt on Date

Paid Online

Licensee Name

DILLON COMPANIES LLC

Doing Business As Name (DBA)

CITY MARKET #43

Liquor License Number

License Type

Fermented Malt Beverage and Wine (city)

Sales Tax License Number

Expiration Date

Due Date

08/27/2026

07/13/2026

Business Address

Street Address

1320 RAILROAD AVENUE

Phone Number

9706253080

City, State, ZIP Code

Rifle CO 81650

Mailing Address

Street Address

PO BOX 305103

Attn: Business License Department

City, State, ZIP Code

Nashville TN 37230

Email

business.license@kroger.com

Operating Manager

Angel Goure

Date of Birth

Home Address

Street Address		Phone Number
[REDACTED]		[REDACTED]
City	State	ZIP Code
[REDACTED]	[REDACTED]	[REDACTED]

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

Are the premises owned or rented? Owned Rented*

*If rented, expiration date of lease

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

Sean Shepard

Title

Vice President

Signature

ES

Date (MM/DD/YY)

6/4/2026

6A7D3087BE43409...

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 (02/18/24)
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, Brian Urbahns

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

(the "Applicant/Licensee")

Dillon Companies, 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 its 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)

Dillon Companies, LLC dba City Market #43

Social Security Number/Tax Identification Number

Home Phone Number

Business/Work Phone Number

[Redacted]

970-625-3080

[Redacted]

Street Address

1320 Railroad Avenue

City

State

ZIP Code

Rifle

CO

81650-3326

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

Brian Urbahns

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

Brian A. Urbahns

6/4/2026

D1A8044D3767417...

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).

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Agenda Item #5.c.

Agenda Item Name:

Consider Amendment to Chapter 16 of the Rifle Municipal Code: Automotive Repair Shops - Ordinance No. 14, Series of 2026 (2nd Reading)

Presenter:

Geir Sverdrup, Senior Planner

Item Description:

Amendment to Chapter 16 of the Rifle Municipal Code concerning Automotive Repair Shops.

Recommended Action:

Move to approve amendment to Chapter 16 of the Rifle Municipal Code concerning Automotive Repair Shops - Ordinance No. 14, Series of 2026 on second reading.

Fiscal Impact:

N/A

Operational Impact:

This amendment would allow for Auto Repair Shops by right in CS, LI, and I as well as conditionally in TC.

Prior Board Motions:

N/A

Background Information:

Staff has received inquiries regarding where one can locate and operate a mechanics shop as a permitted use. Currently, such uses are only permitted as an accessory use in conjunction with Automotive sales and service or an Equipment-leasing establishment. Service and maintenance is allowed as INDOOR maintenance service, and is defined as follows:

Indoor maintenance service means a principal land use category that includes all land uses that perform maintenance services, such as oil changes, tire service and brake service, and contain all operations (except loading) entirely within an enclosed building. Uses that shall not be considered indoor maintenance service include outdoor storage of vehicles, fabrication, body work, paint shops or overnight storage and repair of vehicles, including automobiles, snowmobiles, ATVs, riding lawnmowers and like items. This category includes, but may not be limited to, the following specific land uses listed in Sections 16-3-320 and 16-3-420 of this Chapter: Assembly; Service and repair as an accessory use to a retail or wholesale business; and Furniture repair/refinishing and upholstery. Heavy equipment storage yard does allow repair and/or maintenance of vehicles over 6,000 lbs.

See attached Staff Report for additional information.

Executive Summary:

Currently there are several shops within city limits that operate as Automotive Repair Shops, in South Rifle, Pugh Automotive, Code 4X4, Automotive Services, in West Rifle, Hernandez Automotive Repair, Crabtree’s Body Shop, Master Automotive, IDOS, and mid-town, Roaring Fork Lube and Tire, just to name a few. These shops have been in operation for years and in violation of Rifle Municipal Code as currently written.

It is staff’s belief that this was not an intentional omission.

Staff therefore is recommending the following text amendment: adding the following definition to Article I - General Provisions, Division 2 - Definitions and Usage, Section 16-1-220. – Definitions, Automotive repair shop is a commercial facility where technicians diagnose, repair, and maintain the mechanical, electrical, and moving parts of vehicles, such as engines, brakes, and transmissions, as well as, functional repairs, routine maintenance (e.g., oil changes, tire rotations), and performance issues. Amending the definition of auto body shop/painting booth, removing the restriction from mechanical engineer power train repair. And amending the table found in ARTICLE III - Zoning, Division 4 - Commercial and industrial Zoning Districts as permitted uses in CS Community Services, I - Industrial and LI Light Industrial zone districts. See attached Staff Report for additional information.

Notification Requirements:

Notice has been met.

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. Ordinance No. 14 2026 Amend Definitions Zoning Table Ch. 16 auto repair
2. Automotive repair shop CC Staff Report 6-17-2026 with PZ changes

CITY OF RIFLE, COLORADO
ORDINANCE NO. 14
SERIES OF 2026

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING
ARTICLES 1 AND 3 OF CHAPTER 16 OF THE RIFLE MUNICIPAL CODE TO
AMEND DEFINITIONS AND ZONING TABLES RELATED TO AUTO BODY
SHOP/PAINTING BOOTH AND AUTOMOTIVE REPAIR SHOP

WHEREAS, the City of Rifle (“Rifle” or the “City”) is a home-rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Rifle Home Rule Charter; and

WHEREAS, Chapter 16 of the Rifle Municipal Code (the “Code”) regulates land use, zoning and development within the City; and

WHEREAS, City Staff has made certain recommendations for amendment of the Code to amend the definition of Auto body shop/painting booth, add a new definition for Automotive repair shop and to amend the schedule of uses for commercial and industrial districts identify where said use is permitted; and

WHEREAS, the Planning and Zoning Commission has reviewed the regulations contained within this ordinance and has provided its comments and recommendations in support of adopting the amendments to the Code; and

WHEREAS, the Rifle City Council finds and determines that it is in the best interests of the citizens of Rifle to amend Chapter 16 of the Code consistent with these recommendations.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO, THAT:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. The Rifle Municipal Code § 16-1-220, “Definitions”, is hereby amended to add the underlined text and to delete the ~~strike through language~~, as follows:

Auto body shop/painting booth means a facility designated for activities including collision repair services, body frame straightening, replacement of damaged parts, painting or undercoating of the body or frame. ~~Body and frame repair does not include mechanical engine or power train repair.~~

Automobile salvage yard means any lot, parcel or portion thereof, including automobile graveyards, where salvage vehicles, or parts thereof, are located for the purposes of resale as parts.
Automobile washing facility means a facility for washing and cleansing of passenger vehicles, recreational vehicles or other light-duty equipment.

Automotive repair shop is a commercial facility where technicians diagnose, repair, and maintain the mechanical, electrical, and moving parts of vehicles, such as engines, brakes, and transmissions, as well as, functional repairs, routine maintenance (e.g., oil changes, tire rotations), and performance issues.

Automotive sales and service means the use of any building or portion thereof, or other premises or portion thereof, for the display, sale, rental or lease of new or used motor vehicles and any warranty repair work and other repair service conducted as an accessory use.

Section 3. The Rifle Municipal Code § 16-3-420, “Schedule of uses for commercial and industrial districts”, is hereby amended to add the underlined text, as follows:

<i>USES</i>	<i>CS¹</i>	<i>TC¹</i>	<i>LI</i>	<i>I</i>
Auto body shops/painting booths	C	*	P	P
Automobile salvage yard	*	*	*	P
Automobile washing facility	P	P	P	P
<u>Automotive repair shop</u>	<u>P</u>	<u>*</u>	<u>P</u>	<u>P</u>
Automotive sales and service	P	P	P	P

INTRODUCED, on June 17, 2026, read in full, passed on first reading, and ordered published by title as required by the City Charter.

INTRODUCED a second time at a regular meeting of the Council of the City of Rifle, Colorado, held on July 1, 2026, approved without amendments, and ordered published in full as required by the Charter.

CITY OF RIFLE, COLORADO

By _____
 Mayor

ATTEST:

 City Clerk

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



MEMORANDUM

TO: Rifle City Council
FROM: Zach Higgins, Community Development Director
 Geir H. Sverdrup, Senior Planner
DATE: June 17, 2026
SUBJECT: PLN-2016-015, Automotive Repair Shop as Permitted Use
ADDRESS: City-Wide
APPLICANT: City of Rifle Staff

Background

Staff has received inquiries regarding where one can locate and operate a mechanics shop as a permitted use. Currently such uses are only permitted as an accessory use in conjunction with Automotive sales and service or an Equipment-leasing establishment.

Service and maintenance is allowed as INDOOR maintenance service, and is defined as follows:

Indoor maintenance service means a principal land use category that includes all land uses that perform maintenance services, such as oil changes, tire service and brake service, and contain all operations (except loading) entirely within an enclosed building. Uses that shall not be considered *indoor maintenance service* include outdoor storage of vehicles, fabrication, body work, paint shops or overnight storage and repair of vehicles, including automobiles, snowmobiles, ATVs, riding lawnmowers and like items. This category includes, but may not be limited to, the following specific land uses listed in Sections 16-3-320 and 16-3-420 of this Chapter: *Assembly; Service and repair as an accessory use to a retail or wholesale business; and Furniture repair/refinishing and upholstery.*

Heavy equipment storage yard does allow repair and/or maintenance of vehicles over 6,000 lbs.

Staff Comments

Currently there are several shops within city limits that do just that, in south Rifle, Pugh Automotive, Code 4X4, Automotive Services, in west Rifle, Hernandez Automotive Repair, Crabtree’s Body Shop, Master Automotive, IDOS, and mid-town, Roaring Fork Lube and Tire, just to name a few. These shops have been in operation for years and in violation of Rifle Municipal Code as currently written. It is staff’s belief that this was not an intentional omission.

Staff therefore is recommending the following text amendment: adding the following definition to Article I - General Provisions, Division 2 - Definitions and Usage, Section 16-1-220. – Definitions,

Automotive repair shop is a commercial facility where technicians diagnose, repair, and maintain the mechanical, electrical, and moving parts of vehicles, such as engines, brakes, and transmissions, as well as, functional repairs, routine maintenance (e.g., oil changes, tire rotations), and performance issues.

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Phone: 970-665-6490



Amending the definition of *Auto body shop/painting booth* removing the restriction from mechanical engine power train repair. And amending the table found in ARTICLE III - Zoning, Division 4 - Commercial and industrial Zoning Districts as permitted uses in CS Community Services, I - Industrial and LI Light Industrial zone districts.

Proposed Amendment

Article I - General Provisions, Division 2 - Definitions and Usage

Sec. 16-1-220. - Definitions.

Auto body shop/painting booth means a facility designated for activities including collision repair services, body frame straightening, replacement of damaged parts, painting or undercoating of the body or frame. ~~Body and frame repair does not include mechanical engine or power train repair.~~

Automobile salvage yard means any lot, parcel or portion thereof, including automobile graveyards, where salvage vehicles, or parts thereof, are located for the purposes of resale as parts.

Automobile washing facility means a facility for washing and cleansing of passenger vehicles, recreational vehicles or other light-duty equipment.

Automotive repair shop is a commercial facility where technicians diagnose, repair, and maintain the mechanical, electrical, and moving parts of vehicles, such as engines, brakes, and transmissions, as well as, functional repairs, routine maintenance (e.g., oil changes, tire rotations), and performance issues.

Automotive sales and service means the use of any building or portion thereof, or other premises or portion thereof, for the display, sale, rental or lease of new or used motor vehicles and any warranty repair work and other repair service conducted as an accessory use.

ARTICLE III – Zoning, Division 1 - Zoning Districts

USES	CS¹	TC¹	LI	I
Auto body shops/painting booths	C	*	P	P
Automobile salvage yard	*	*	*	P
Automobile washing facility	P	P	P	P
Automotive repair shop	P	*	P	P
Automotive sales and service	P	P	P	P

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202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



Findings

Pursuant to RMC Section 16-5-280, the Planning and Zoning Commission shall consider the following criteria when determining whether or not to recommend approval of the text amendments to City Council:

1. Conformance of the proposal with the City of Rifle Municipal Code;
The proposal is in conformance with the Rifle Municipal Code, and brings the existing repair shops into compliance with the R.M.C.
2. The compatibility of the proposal with the character of the surrounding area, including but not limited to the architectural character of the neighborhood, the average lot and building sizes in the neighborhood, and the relative value of the proposed structure to the value of other structures in the neighborhood;
The proposal is compatible with the character of Rifle. Automotive Repair Shops are not out of character with the City of Rifle and are a standard element of most municipalities, particularly those with high volumes of commuters.
3. The desirability for the proposed use in the specific area of the City;
The zoning code is enforced Citywide by appropriate zone district.
4. The potential for adverse environmental effects that might result from the proposed use;
No adverse environmental effects are anticipated from the proposal.
5. Compatibility of the proposed use and the site (or subdivision) plan with the City of Rifle Comprehensive Plan;
No Comprehensive Plan issues were noted as part of the review.
6. The potential impact of the proposed use upon the value of property and buildings within the surrounding area; and
No negative impacts to property values are anticipated.
7. Conformance of the proposal with the approval requirements concerning water and sewer tap availability for high volume use requests pursuant to 13-4-120 of the Code, if applicable.
Not applicable.

Staff Comments

Staff recommended that the Planning and Zoning Commission recommend approval of the proposed text amendment adding a definition for Automotive Repair Services, permitting within CS - Community Service, and LI - Light Industrial.

P&Z Commission Recommendation

The Planning and Zoning Commission reviewed the proposed text amendment at their May 26, 2026 meeting. The Commission recommended approval of the proposed text amendment with minor revisions. The Commission revised the definition for *Auto body*

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shop/painting booth by striking the last sentence prohibiting mechanical and power train repair. Additionally, the Commission approved the proposed definition of Automotive Repair Services with the removal of the term “trained” before technicians, and revising the Use Table permitting the use in I – Industrial zone district.

The Planning and Zoning Commission recommends that Rifle City Council approve the proposed text amendment revising the definition of *Auto body shop/painting booth*, adding a definition for *Automotive Repair Services*, and permitting the use within CS - Community Service, LI - Light Industrial and I - Industrial zone districts.



Agenda Item #5.d.

Agenda Item Name:

Consider Amendment to Chapter 16 of the Rifle Municipal Code: Garage Requirements For New Homes - Ordinance No. 15, Series of 2026 (2nd Reading)

Presenter:

Geir Sverdrup, Senior Planner

Item Description:

Amendment to Chapter 16 of the Rifle Municipal Code concerning Garage Requirements for New Homes

Recommended Action:

Move to approve amendment to Chapter 16 of the Rifle Municipal Code concerning Garage Requirements for New Homes - Ordinance No. 15, Series of 2026 on second reading.

Fiscal Impact:

This Rifle Municipal Code amendment does not directly affect the Rifle Municipal Budget, but does however, provide choice for homeowners and developers when building new single-family housing units.

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

Staff has received an inquiry from a home builder in Rifle regarding the enforcement of the requirement to build at least one of the two required parking spaces for single family homes inside a garage. Staff brought the code and an amendment to Planning Commission where they provided general direction. Staff then brought an amendment to the Rifle Municipal Code that included deleting the notation requiring one of the two required parking spaces be in a garage as well as the garage size requirements for formal recommendation to Planning Commission at their May regular meeting. Discussion was largely around allowing the market to drive whether a garage of any size would be included in future single-family detached homes.

The Rifle Planning Commission voted at their May meeting to recommend the proposed amendment to Rifle City Council.

Executive Summary:

See attached Staff Report for additional information.

Notification Requirements:

Notice requirements have been met.

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. Garage requirements - CC Staff Report 6-17-2026
2. Ordinance No. 15 2026 Update to Ch. 16 SF Garage Req

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



MEMORANDUM

TO: Rifle City Council
FROM: Zach Higgins, Community Development Director
 Geir H. Sverdrup, Senior Planner
DATE: June 17, 2026
SUBJECT: PLN-2026-016, Requirements for Garages
ADDRESS: City-Wide
APPLICANT: City of Rifle Staff

Background

Recently Staff has had conversations with residential builders regarding the requirement for mandatory garage parking spaces for new residential buildings.

In recent history, Staff in rare instances, has missed requiring garage parking spaces during Building Permit review.

Current code for residential parking requirements reads:

Sec. 16-7-20. – Off-Street Parking Schedule “A”.

Unless otherwise expressly stated in this Chapter, off-street parking spaces shall be provided in accordance with the following off-street parking schedule.

<i>Use Classification</i>	<i>Specific Use</i>	<i>Minimum Number of Spaces</i>	<i>Off-Street Loading Group</i>
Residential			
Household Living	Single-family and duplex	2 per dwelling unit (1 in garage)	N/A
	One-bedroom multi-family dwelling	1.5 spaces per unit	N/A
	Two- or more bedroom multi-family dwelling	2.0 + 0.25 guest spaces per unit (1 covered)	N/A
Group Living	Group living	1 per 2 beds + 1 per 100 sq. ft. of assembly area	

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Phone: 970-665-6490



Additional language for garages is in Section 16-7-140. – Parking design standards.

(e) Dimensions.

(1) General. Required off-street parking spaces shall comply with the following dimensional standards:

<i>Use</i>	<i>Type of Space</i>	<i>Minimum Dimensions (feet)</i>
Residential	Uncovered	9.5 x 18
	Spaces in Garage or Carport	See Subsection (g)(2)
Nonresidential	Angle Spaces	9.5 x 18
All	Parallel Spaces	8 x 23

Subsection (g)(2) states: Garage dimensions. Residential garages shall have the following minimum interior dimensions:

<i>Garage Type</i>	<i>Minimum Dimensions (feet); width is listed first</i>
Without appliances	
1-car Garage	10 x 20
2-car Garage	18.3 x 20
With appliances at side	
1-car Garage	13.2 x 20
2-car Garage	22.3 x 20
With appliances at front	
1-car Garage	10 x 24
2-car Garage	18.3 x 24

Jeb Savage of JBS Construction submitted a letter (attached) requesting that the Planning and Zoning Commission consider amending the Rifle Municipal Code to eliminate the requirement for “garage” parking. He has cited Silt, New Castle and Parachute as examples.

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Staff brought this request to the Planning Commission at the April 28th workshop for review, comment and direction. The discussion centered around allowing the market and the buyer to determine whether a Garage would be included in a new home. The requirement for two (2) off-street parking spaces and minimum size of parking spaces would not be altered. With the input received from the Commission, staff propose the following amendment.

Sec. 16-7-20. – Off-Street Parking Schedule “A”.

Unless otherwise expressly stated in this Chapter, off-street parking spaces shall be provided in accordance with the following off-street parking schedule.

<i>Use Classification</i>	<i>Specific Use</i>	<i>Minimum Number of Spaces</i>	<i>Off-Street Loading Group</i>
Residential			
Household Living	Single-family and duplex	2 per dwelling unit (1-in-garage)	N/A
	One-bedroom multi-family dwelling	1.5 spaces per unit	N/A
	Two- or more bedroom multi-family dwelling	2.0 + 0.25 guest spaces per unit (1 covered)	N/A

Section 16-70-140. - Parking design standards.

Subsection (g)

(g) Garages and carports in residential districts. The following standards shall apply to driveways, garages and carports in residential zoning districts, whether they are accessory structures or part of the principal structure.

(1) Driveways. Driveways shall be paved and, if functioning as an off-street parking space, the space provided shall be nine and one-half (9.5) feet wide and twenty (20) feet long and shall be located to ensure that no overhang into public right-of-way or a pedestrian easement occurs. Multi-family units (three [3] units and greater) are not permitted to use driveways for off-street parking unless drives are internal to the development and access a private drive.

~~(2) Garage dimensions. Residential garages shall have the following minimum interior dimensions:~~

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202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



Garage Type	Minimum Dimensions (feet); width is listed first
Without appliances	
1-car Garage	10 x 20
2-car Garage	18.3 x 20
With appliances at side	
1-car Garage	13.2 x 20
2-car Garage	22.3 x 20
With appliances at front	
1-car Garage	10 x 24
2-car Garage	18.3 x 24

- (23) Carport dimensions. Carports shall measure at least nine (9) feet wide by nineteen (19) feet deep, measured from the inside face of support to inside face of opposite support. The carport roof shall cover the entire nineteen-foot length of the space.

Findings

Pursuant to RMC Section 16-5-280, the Planning and Zoning Commission shall consider the following criteria when determining whether or not to recommend approval of the text amendments to City Council:

1. Conformance of the proposal with the City of Rifle Municipal Code;
The proposal is in conformance with the Rifle Municipal Code.
2. The compatibility of the proposal with the character of the surrounding area, including but not limited to the architectural character of the neighborhood, the average lot and building sizes in the neighborhood, and the relative value of the proposed structure to the value of other structures in the neighborhood;
The proposal is compatible with the character of Rifle. A garage is not a defining element of residences within the City
3. The desirability for the proposed use in the specific area of the City;
The zoning code is enforced Citywide by appropriate zone district.

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4. The potential for adverse environmental effects that might result from the proposed use;

No adverse environmental effects are anticipated from the proposal.

5. Compatibility of the proposed use and the site (or subdivision) plan with the City of Rifle Comprehensive Plan;

No Comprehensive Plan issues were noted as part of the review.

6. The potential impact of the proposed use upon the value of property and buildings within the surrounding area; and

No negative impacts to property values are anticipated.

7. Conformance of the proposal with the approval requirements concerning water and sewer tap availability for high volume use requests pursuant to 13-4-120 of the Code, if applicable.

Not applicable.

Staff Comments

Staff recommended that the Planning and Zoning Commission recommend approval of the proposed text amendment revising the requirements for garages to City Council.

P&Z Commission Comments

The Commission heard the proposed text amendment at their April 28th meeting. Discussion centered around the need for a garage to be dictated by the market, builder and/or customer. The requirement for specific garage dimensions was considered to be to an individual decision for the homeowner and the City does not need to dictate these specifics. The proposed amendment does not reduce the required number of off-street parking spaces required. The Commission recommends approval of the proposed text amendment revising the requirements for garages to City Council.

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



Jeb Savage
JBS Construction Inc
201 Railroad Ave
Rifle, CO 81650
ibsinco@gmail.com
9703797142
4/17/2026

Planning and Zoning Commission
Rifle, CO
202 Railroad Ave

Subject:

Concern regarding a recent change in the interpretation of Off-Street Parking Schedule A, City Code Sec. 16-7-20.

Context:

JBS Construction was recently denied a building permit for a single-family home at 1669 Birch Ave because it was designed without a garage. JBS Construction has also recently built and sold a house that does not have a garage at 1668 Walnut Loop. From these addresses you can see 2 additional homes without a garage on E 17th Circle built in recent years

Dear Members of the Planning and Zoning Commission,

Recently there has been a change in the interpretation of the Off-Street Parking Requirement for single family homes as defined by City Code Sec. 16-7-20. - Off-Street Parking Schedule "A"

The table states that the minimum number of off-street parking spaces for single family homes and duplexes is "2 per dwelling unit (1 in garage)".

There are two interpretations of the table described below

1. Every new single-family home or Duplex must have a garage.

Argument- That is the goal of Schedule A or the intended purpose of the Code Section.

This section of the code intends to decongest roads and limit the number of cars parked on the street, but mandating garages does not address the problem. Garages are used in many ways other than parking. A storage unit, home gym, and a workshop being some popular uses. That means if someone uses their garage as a storage unit then they may not have any off-street parking (depending on driveway set up and Dimension)

2. Only one garage space can be counted as 1 of the required 2 off-street parking spaces.

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



Argument- This interpretation rings true with the intent of the code section, it ensures at least one off- street parking space is provided even if the garage is being used as a home gym.

I am writing to you today seeking clarification of the code language and to advocate for affordability and a citizen's right to a home of their choice.

I have done some research and found that none of our surrounding communities mandate homes to have a garage. Some municipalities go as far as to say you may not count the garage as any of the required off-street parking spaces. For Example,

- **Silt** - Code 7.52.030 - Schedule of parking requirements by use.
"Two spaces per dwelling unit, not within an enclosed structure"
- **New Castle** - Code 17.76'.020 - Standards designated for each use.
For dwelling units, two (2) spaces per dwelling unit (driveway and garage or carport areas are defined as off-street parking space)
- **Parachute**- 15.05.304 Parking standards.
Two (2) spaces per dwelling unit.

As a home builder representing 35 years of experience building homes in Rifle, I acknowledge the importance of getting parked cars off the road, but mandating garages is not the answer. JBS construction typically builds houses with room for at least 3 cars parked off the street with one or two more spots inside a garage but if we can provide an affordable home with 3-4 off street parking spaces without a garage as the market seems to want, shouldn't we be allowed to do so?

We all know home affordability is a real issue and one way to make homes less expensive is to eliminate the garage. In the real-life example from the context section above JBS Construction was able to bring a full-size new home to market for under \$500,000 and it sold in just a few days. 1668 Walnut loop sold in February of 2026 and has 4 off street parking spaces, none of which are in a garage. JBS has been asked to build more similar homes in the future.

I recommend the Planning and Zoning Commission recognize the historically and geopolitically accurate interpretation of Rifle's Off-Street Parking Schedule A. I would also invite you to strengthen our requirement by adopting the same language used by Silt, "Two spaces per dwelling unit, not within an enclosed structure"

Thank you for you time as Volunteers and thank you for doing what is best for the Citizens of Rifle.

COMMUNITY DEVELOPMENT DEPARTMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



I look forward to discussing this further at the upcoming meeting later this month.

Sincerely,

John B Savage (Jeb)

JBS Construction Inc

**CITY OF RIFLE, COLORADO
ORDINANCE NO. 15
SERIES OF 2026**

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING
ARTICLES 7 OF CHAPTER 16 OF THE RIFLE MUNICIPAL CODE TO
AMEND GARAGE PARKING REQUIREMENTS FOR NEW HOMES

WHEREAS, the City of Rifle (“Rifle” or the “City”) is a home-rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Rifle Home Rule Charter; and

WHEREAS, Chapter 16 of the Rifle Municipal Code (the “Code”) regulates land use, zoning and development within the City; and

WHEREAS, City Staff has made certain recommendations to the City’s zoning requirements to remove garage parking requirements for new single-family and duplex homes; and

WHEREAS, the Planning and Zoning Commission has reviewed the regulations contained within this ordinance and has provided its comments and recommendations in support of adopting the amendments to the Code; and

WHEREAS, the Rifle City Council finds and determines that it is in the best interests of the citizens of Rifle to amend Chapter 16 of the Code consistent with these recommendations.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO, THAT:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. The Rifle Municipal Code § 16-7-20, “Off-Street Parking Schedule “A””, is hereby amended to delete the ~~strike through language~~, as follows:

Sec. 16-7-20. – Off-Street Parking Schedule “A”.

Unless otherwise expressly stated in this Chapter, off-street parking spaces shall be provided in accordance with the following off-street parking schedule.

<i>Use Classification</i>	<i>Specific Use</i>	<i>Minimum Number of Spaces</i>	<i>Off-Street Loading Group</i>
Residential			
Household Living	Single-family and duplex	2 per dwelling unit (1 in garage)	N/A

<i>Use Classification</i>	<i>Specific Use</i>	<i>Minimum Number of Spaces</i>	<i>Off-Street Loading Group</i>
	One-bedroom multi-family dwelling	1.5 spaces per unit	N/A
	Two- or more bedroom multi-family dwelling	2.0 + 0.25 guest spaces per unit (1 covered)	N/A

Section 3. The Rifle Municipal Code § 16-7-140, “Parking design standards”, is hereby amended to add the underlined text and to delete the ~~strike through language~~, as follows:

Section 16-7-140. - Parking design standards.

(g) Garages and carports in residential districts. The following standards shall apply to driveways, garages and carports in residential zoning districts, whether they are accessory structures or part of the principal structure.

(1) Driveways. Driveways shall be paved and, if functioning as an off-street parking space, the space provided shall be nine and one-half (9.5) feet wide and twenty (20) feet long and shall be located to ensure that no overhang into public right-of-way or a pedestrian easement occurs. Multi-family units (three [3] units and greater) are not permitted to use driveways for off-street parking unless drives are internal to the development and access a private drive.

~~(2) Garage dimensions. Residential garages shall have the following minimum interior dimensions:~~

<i>Garage Type</i>	<i>Minimum Dimensions (feet); width is listed first</i>
Without appliances	
1-car Garage	10 x 20
2-car Garage	18.3 x 20
With appliances at side	
1-car Garage	13.2 x 20
2-car Garage	22.3 x 20
With appliances at front	

<i>Garage Type</i>	<i>Minimum Dimensions (feet); width is listed first</i>
1-car Garage	10 x 24
2-car Garage	18.3 x 24

(~~23~~) Carport dimensions. Carports shall measure at least nine (9) feet wide by nineteen (19) feet deep, measured from the inside face of support to inside face of opposite support. The carport roof shall cover the entire nineteen-foot length of the space.

INTRODUCED, on June 17, 2026, read in full, passed on first reading, and ordered published by title as required by the City Charter.

INTRODUCED a second time at a regular meeting of the Council of the City of Rifle, Colorado, held on July 1, 2026, approved without amendments, and ordered published in full as required by the Charter.

CITY OF RIFLE, COLORADO

By _____
Mayor

ATTEST:

City Clerk



Agenda Item #7.a.

Agenda Item Name:

Consider Approval of Phase 1 of Advanced Energy Management Interval Meter Replacements and Monitoring Services

Presenter:

Iris Trevisano, Procurement and Grant Reporting Manager

Item Description:

Recommendation of comprehensive support to the City of Rifle in constructing and replacing 15-minute interval equipment (IDR) for the Advanced Energy Management (AEM) program

Recommended Action:

Move to approve the Phase 1 of Advanced Energy Management (AEM) program Database updates with CLEER in the amount of \$27,834.

Fiscal Impact:

A total of \$44,000 was budgeted for 2026 Solar expenses. \$22,000 for Equipment and \$24,000 for Monitoring. Phase 1 is \$27,834, which is within budget.

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

Through the City's membership with Garfield Clean Energy (GCE), City facilities receive ongoing support for energy-use monitoring, efficiency improvements, and energy management. The existing energy monitoring equipment is more than ten years old and has reached the end of its useful life, with several components failing over the past year.

To maintain participation in the GCE program and continue receiving the benefits of energy tracking and efficiency support, the City must replace the outdated equipment. The proposed project will be completed in three phases over a three-year period at a total cost of \$73,242. Phases 1 and 2 include equipment replacement, upgrades, and system maintenance. Phase 3 provides ongoing annual monitoring, data management, and utility billing analysis services to ensure continued energy performance tracking and program compliance.

Executive Summary:

Under Sec. 4-2-230, Miscellaneous Exemptions, the City is pursuing CLEER: Clean Energy Economy for the Region to provide installation and support services for Interval Data Recorder (IDR) equipment as part of the Advanced Energy Management (AEM) Program. The City's participation is supported through its membership with Garfield Clean Energy (GCE), which provides discounted pricing below standard market rates.

CLEER has proposed a three-phase, three-year implementation plan totaling \$73,242.

Phase 1 (\$27,834) includes installation of 15-minute interval meter equipment at the Parks Maintenance Building and Solar Arrays A&B, the Wastewater Treatment Plant, and the Water Treatment Plant Pump Station.

Phase 2 (\$34,524) includes additional meter installation at City Hall, the Police Station, the Water Treatment Plant, and the Operations and Maintenance Facility.

Phase 3 (\$10,884) provides ongoing interval data management and solar utility bill tracking through the AEM Console.

Staff is recommending approval of the full three-phase, three-year agreement; however, only Phase 1 will be funded in FY2026, with Phases 2 and 3 to be budgeted in future fiscal years.

Approval will allow the City to continue energy-use monitoring, identify inefficiencies, and maintain participation in the Garfield Clean Energy AEM Program. Staff recommends approval of CLEER: Clean Energy Economy for the Region in the amount of \$27,834 for Phase 1.

Notification Requirements:

N/A

Prepared By:

Iris Trevisano, Procurement and Grant Reporting Manager

Attachments:

1. Rifle AEM meter replacement and add on proposal
2. Memo - Recommendation to Approve GCE AEM Solar Monitoring and Equipment Installation Project
3. Memo Procurement Recommendation CLEER
4. Garfield Clean Energy (GCE) PO Request



Project Plan Proposal- Scope of Work and Budget

CLEER: Clean Energy Economy for the Region
P.O. Box 428, Carbondale, Colorado 81623
(970) 704-9200 | www.CleanEnergyEconomy.net

Company/Client name	City of Rifle
Client point person	Austin Rickstrew
Project Title	AEM interval meter replacements and additions
Date Submitted	June 1, 2026

We are pleased to submit this proposal on behalf of Clean Energy Economy for the Region (CLEER) to provide comprehensive support to the City of Rifle in constructing and replacing 15-minute interval equipment (IDR) for the Advanced Energy Management (AEM) program.

Through the City’s membership in Garfield Clean Energy (GCE), city buildings receive tracking and support with regard to energy usage reduction and energy efficiency tracking. The existing equipment is over a decade old, and in most cases, has failed over the last year of operation. As a part of Rifle’s GCE membership, upgrading this equipment is considered part of maintaining program participation. The following proposal and fees below are the discounted program rate reserved for GCE members, which is below the market value.

This proposal recommends replacing the outdated equipment, as well as providing costs for adding additional buildings to the program. The new equipment we recommend installing at each site includes an interval data recorder (IDR) and the corresponding current transformers (CTs) from a brand called eGauge. This new equipment is required for the City to monitor building use and solar production. Monitoring these works to protect the City of Rifle from extended periods of production loss during solar array repairs.

The proposal is broken into three phases. Phase one (2026) includes installing equipment and tracking for the Parks Maintenance building and solar arrays A&B, the Wastewater treatment plant, and the Water treatment plant pump station. Phase two (2027) includes installing equipment and tracking for the Police Station, City Hall, the Water treatment plant, and the Operations and Maintenance facility. Phase three (2028 and beyond) is limited to the annual operating fees.

The budget structure below in section one reviews Phase 1 of the costs for replacing and adding equipment for Rifle buildings to be tracked in the GCE AEM program, as well as an annual operation fee for new locations for 2026. The associated costs for the Parks Maintenance building with solar array A are only for the equipment, electrician, and installation process. Since the previous equipment operational costs are covered by the GCE membership, there are no recurring costs associated with this location.

Costs for the Wastewater treatment plant, Water treatment plant pump station, and Solar array B at Deerfield Park include equipment, electrician, and installation process, as well as an annual operation fee. As these locations were not included under the umbrella of the GCE membership, there will be a recurring operational cost to maintain the solar and billing data in the program

software. The City may have the option to transition the maintenance fees into the City's GCE membership fee at a discounted rate.

Phase 1 AEM Deliverables

- 1) Database updates and solar bill tracking: design, construct, and process solar utility bills in the AEM Console for the four City sites with solar arrays; Parks Maintenance building and solar arrays A & B, the Wastewater treatment plant, and Water treatment plant pump station. Note that the utility bills for sites with solar are processed in two parts: the main building and the solar production. The fee for the solar billing is in addition to the main building, which is already covered under the City's GCE membership.

- 2) 15-minute Interval Data (IDR): design, construct, and replace IDR for 4 City locations with failing or no existing IDR equipment as defined in the table below. Costs are associated with the equipment purchase, installation by an electrician, and system commissioning. Hard costs are subject to change upon full project scoping with the electrician.

Advanced Energy Management (AEM) Deliverables - Phase 1, six months

ESTAR's Portfolio Manager & AEM Console	# of units	Months	Unit Price	Total Cost
AEM Console	3	annual	\$250	\$750
Design and construction of client database	3	annual	\$200	\$600
Utility Invoice data entry-solar tracking fee (4 utility bills x \$16 x 6 months)	4	6	\$16	\$384
15-minute interval data (3 meters x \$70 x 6 months)	3	6	\$70	\$1,260
Energy program management (hours expected for technical support each month)	4	6	\$125	\$3,000
Sub-total for new IDR and data maintenance				\$5,994
<i>Design and construction of 15-minute interval data load profiles for each new facility in the AEM program</i>	# of Units	Unit Price	Installation costs (from electrician)	Total Install Cost
Water Treatment Pump Station IDR Construction: 1-meter and 6 CTs for Grid power, solar PV, excess (eGauge)	1	\$2,400	\$2,400	\$4,800
Parks Maintenance A IDR Construction: 1-meter and 6 CTs for Grid power, solar PV, excess (eGauge) (GCE)	1	\$2,400	\$2,400	\$4,800
Parks Maintenance B IDR Construction: (Requires scoping and may be less) 1-meter and 6 CTs for Grid power, solar PV, excess (eGauge)	1	\$2,400	\$2,400	\$4,800
Wastewater Treatment Plant IDR Construction:	1	\$2,400	\$2,400	\$4,800

1-meter and 6 CTs for Grid power, solar PV, excess (eGauge)				
Project Management (Design, installation, commissioning)	4	\$660		\$2,640
Sub-total for new IDR construction	4	\$10,260	\$9,600	\$21,840

	Total Install Cost
Total for all new and replacement IDR construction and maintenance, Phase 1	\$27,834

Phase 2 AEM Deliverables

- 1) Database updates and solar bill tracking: Design, construct and process solar utility bills in the AEM Console for the four City sites with solar arrays; Parks Maintenance building and solar arrays A & B, the Wastewater treatment plant, and Water treatment plant pump station. Note that the utility bills for sites with solar are processed in two parts: the main building and the solar production. The fee for the solar billing is in addition to the main building, which is already covered under the city’s GCE membership.

- 2) 15-minute Interval Data (IDR): Design, construct, and replace IDR for 4 City locations with failing or no existing IDR equipment as defined in the table below. Costs are associated with the equipment purchase, installation by an electrician, and system commissioning. Hard costs are subject to change upon full project scoping with the electrician.

Advanced Energy Management (AEM) Deliverables - Phase 2, twelve months

ESTAR's Portfolio Manager & AEM Console	# of units	Months	Unit Price	Total Cost
AEM Console	6	annual	\$250	\$1,500
Design and construction of client database	3	annual	\$200	\$600
Utility Invoice data entry-solar tracking fee (monthly per bill)	7	12	\$16	\$1,344
15-minute interval data (monthly per unit)	6	12	\$70	\$5,040
Energy program management (monthly support)	4	12	\$125	\$6,000
Sub-total for new IDR and data maintenance				\$14,484
<i>Design and construction of 15-minute interval data load profiles for each new facility in the AEM program</i>	# of Units	Unit Price	Installation costs (from electrician)	Total Install Cost
Police Station IDR Construction: 1-meter and 6 CTs for Grid power, solar PV, excess (eGauge)(GCE)	1	\$2,400	\$2,400	\$4,800

City Hall IDR Construction: 1-meter and 6 CTs for Grid power, solar PV, excess (eGauge)	1	\$2,400	\$2,400	\$4,800
Water Treatment Plant IDR Construction: 1-meter and 3 CTs for Grid Power (eGauge)	1	\$1,500	\$1,500	\$3,000
Operations and Maintenance facility IDR Construction: 1-meter and 6 CTs for Grid power, solar PV, excess (eGauge)	1	\$2,400	\$2,400	\$4,800
Project Management (Design, installation, commissioning)	4	\$660		\$2,640
Sub-total for new IDR construction	4	\$9,360	\$8,700	\$20,040

	Total Install Cost
Total for Phase 2 new and replacement IDR construction and maintenance, Phase 2	\$34,524

Phase 3 AEM Deliverables

1) Interval data tracking for new sites and solar utility bill tracking. Maintain new IDR and process solar utility bills in the AEM Console for the seven City sites with solar arrays and the water treatment plant (IDR only). The annual utility billing fee excludes the water treatment plant; the billing is already included in the GCE membership because there is no solar. Annual IDR billing excludes the Parks buildings with array A and the police station, as those are already included in the GCE membership. The City may have the option to negotiate adding the maintenance fees to the City’s GCE membership fee at a discounted rate.

Annual data maintenance, 12 months	# of units	Unit Price	Total Cost
AEM Console	6	\$250	\$1,500
Utility invoice data entry for solar billing	7	\$16	\$1,344
15-minute Interval Data	6	\$70	\$5,040
Energy program management	2	\$125	\$3,000
Total annual fee for data maintenance, Phase 3			\$10,884

A few important notes regarding this proposal:

- **Separate from GCE membership dues** — This agreement is independent of the City’s GCE membership and does not affect those dues, unless merging fees is chosen in Phase 3.
- Hard costs for the equipment and electrician fees will be billed at cost and are subject to change upon full scoping by an electrician.
- **Timeline** — Work will begin upon the agreed contract start date, with equipment installed during the first three months of the agreement per phase.

Summary of proposed scope of work and budget for AEM Services

Description of Services:	Total fees
<u>Phase 1:</u> Replace or add 15-minute interval meter equipment for the Parks Maintenance building and solar arrays A&B, the Wastewater treatment plant, and the Water treatment plant pump station	\$27,834
<u>Phase 2:</u> Replace or add 15-minute interval meter equipment for the Police Station, City Hall, the Water treatment plant, and the Operations and Maintenance facility	\$34,524
<u>Phase 3:</u> Maintain interval data and solar utility bill tracking in the AEM Console	\$10,884
Contract total for all phases	\$73,242

Payment Terms

	Payments due
<ul style="list-style-type: none"> Equipment installation, once scoped, and commissioning costs are billed at the start of the contract or year for each phase Maintenance fees can be billed annually, quarterly, or monthly as agreed upon by the City 	Net 30 days from invoice

Thank you again for your consideration.
Signed,

Christina Matzl

Christina Matzl, CLEAR Data and Energy Analyst

DEPARTMENT OF PARKS AND RECREATION

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6570



MEMORANDUM

TO: Iris Trevisano, Procurement & Grant Manager
FROM: Austin Rickstrew, Parks and Recreation Director
DATE: June 25, 2026
SUBJECT: Recommendation to Approve GCE AEM Solar Monitoring and Equipment Installation Project

I recommend that the City approve all three phases of the Garfield Clean Energy (GCE) and CLEER Advanced Energy Management (AEM) meter replacement and solar monitoring project, with Phase 1 completed in 2026, Phase 2 completed in 2027, and Phase 3 beginning in 2028.

The City's existing AEM interval meter equipment is more than a decade old and, in many cases, has failed. Replacing this equipment is important to continue tracking energy usage, efficiency, and solar production across City facilities.

Phase 1 would move forward in 2026 and would replace or add 15-minute-interval data equipment at the Parks Maintenance building, solar arrays A & B, the Wastewater Treatment Plant, and the Water Treatment Plant pump station. The new eGauge equipment will allow the City to monitor building energy use and solar production more reliably. This is especially important because monitoring helps identify solar production issues and protects the City from extended production losses during solar array repairs.

Phase 2 would be included in the 2027 budget request and would replace or add equipment at the Police Station, City Hall, the Water Treatment Plant, and the Operations and Maintenance facility.

Phase 3 would begin in 2028 and would provide the ongoing annual data maintenance, interval data tracking, and solar utility bill tracking needed to maintain the AEM Console and monitoring program.

The total proposed cost for all three phases is \$73,242. Phase 1 is \$27,834, Phase 2 is \$34,524, and Phase 3 is \$10,884. CLEER notes that the pricing reflects the discounted program rate available through the City's GCE membership.

Approving all three phases provides a clear path for replacing failed and outdated equipment, restoring reliable solar and energy monitoring at key City facilities, and maintaining the City's long-term participation in the GCE AEM program. The phased approach also allows the City to address the most immediate equipment needs in 2026 while planning for the remaining project costs through the 2027 and 2028 budget processes.

DEPARTMENT OF PARKS AND RECREATION

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6570



For these reasons, I recommend approving the full three-phase project and moving forward with GCE and CLEER, beginning with Phase 1 in 2026.

Please let me know if you need additional information.

Respectfully,

Austin Rickstrew

Procurement and Grant Reporting

City of Rifle

202 Railroad Avenue, Rifle, CO 8165

970-665-6412

MEMORANDUM



TO: Patrick Waller, City Manager

CC: Austin Rickstrew, Parks and Rec Director

FROM: Iris Trevisano, Procurement and Grant Reporting

DATE: July 1, 2026

SUBJECT: **Recommend CLEER for the AEM interval meter replacements and additions**

Background

Through the City's membership with Garfield Clean Energy (GCE), City facilities receive ongoing support for energy-use monitoring, efficiency improvements, and energy management. The existing energy monitoring equipment is more than ten years old and has reached the end of its useful life, with several components failing over the past year. To maintain participation in the GCE program and continue receiving the benefits of energy tracking and efficiency support, the City must replace the outdated equipment.

Procurement

Under **Sec. 4-2-230. - Miscellaneous exemptions. a)A contract may be awarded for a supply, service or construction item without competition when the Procurement Officer determines in writing that one (1) or more of the following conditions exist; (5) A particular supply or service is required in order to standardize or maintain standardization for the purpose of reducing financial investment or simplifying administration.**

CLEER has provided a three-phase implementation plan totaling \$73,242 over a three-year period. Staff is requesting approval of all three phases to ensure continued participation in the AEM program and to establish a long-term plan for energy monitoring and management at City facilities. While all three phases are being presented for approval, only Phase 1 will be completed in 2026. Phases 2 and 3 will be included in future fiscal year budget requests and completed as funding is appropriated.

Phase 1 (\$27,834) includes replacing or installing 15-minute interval meter equipment at the Parks Maintenance Building and Solar Arrays A&B, the Wastewater Treatment Plant, and the Water Treatment Plant Pump Station.

Phase 2 (\$34,524) includes replacing or installing 15-minute interval meter equipment at the Police Station, City Hall, the Water Treatment Plant, and the Operations and Maintenance Facility.

Phase 3 (\$10,884) provides ongoing maintenance of interval data collection and solar utility bill tracking through the AEM Console.

Recommendation

We recommend the three-phase program will allow the City to continue monitoring energy consumption and solar production, identify operational inefficiencies, and maintain participation in the Garfield Clean Energy Advanced Energy Management Program.

We are recommending Phase 1 funding for \$27,834

Thank you,

Iris Trevisano
Procurement and Grant Reporting Manger



**CITY OF RIFLE
PURCHASE REQUEST**

1.	Vendor Name	NEW: W-9 attached <input type="checkbox"/>

2.	Vendor Address

3.	For the Purchase of (description)

4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.

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
		Department Director	<i>Austin Rickstrew</i>
		City Manager	
		City Council Approval (meeting date)	

10.	Purchase Order # assigned by Finance
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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 #8.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 as of 06/26/2026.

Notification Requirements:

None

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. 07.01.2026 Report to City Manager
2. 2026 May Traveler Forecast Report

WORK REPORT TO CITY MANAGER

07.01.2026

PIO

- Several years ago, I was contacted by a young lady who was hoping to learn more about the history of her late father. He had been a hippie in the 60s and 70s who hitchhiked across the country working odd jobs as he went. One of his favorite places was Rifle where he worked as a ranch hand. She had very few details about his time here but knew he lived in a building that used to be a schoolhouse. With the help of Alan Lambert, we figured out which schoolhouse (Antlers). Who knew there were so many here? She ended up coming out here to see it and connect with her dad. The new owner was awesome, and we were able to spend a lot of time on the property.

This past weekend, she went full circle and came back out here to get married. It was awesome to be able to help someone with their personal journey. She was very impressed with the people of Rifle!

COURT

- The court handled 57 adult cases on the June 17 court date. We also handled 05 inmates in custody and approved two search warrants.
- To add to the growing list of issues arising from livestreaming court proceedings (which we strenuously objected to but passed despite our best efforts) many of these videos are now showing up on social media and other internet sites. So far most appear to be unaltered, but that may change. It will be interesting to see if the legislature addresses this at all during their next session. We did reach an agreement with Sheriff Vallario regarding housing our inmates in light of these new requirements.
- The Court Administrator met with the Office of Alternate Defense Council for our annual review. They perform oversight for the DOLA grants we receive. They had no issues or concerns with our operations.

HUMAN RESOURCE

Hiring FT positions:

- 2 Hiring Processes were completed in May for the Police Department. We interviewed 6 applicants and offered 3 positions. All 3 have been accepted and we are currently working through the background checks before we can establish start dates. 1 was a lateral hire and 2 will be attending the fall POST academy.
- Completed recruitment for Rifle Chief of Police. Chief Tommy Klein will begin as the new Chief once background is complete and has moved back to Rifle. Targeting sometime in July for a possible start date.
- Jesse Sharrar will transfer from Utility Technician I to the Operations & Maintenance Technician I position on July 6th.
- Joseph Zemlock transferred from a Seasonal Parks Worker to an FT Parks Worker.

- Wastewater Operator D position is posted and currently receiving applications.
- Utility Technician I position is posted and currently receiving applications.
- Public Works Director position is posted and currently receiving applications.
- Police Officer position is still open as we have one remaining position available to fill.

Hiring PT/Seasonal positions:

- 173 Seasonal Staff members have been hired since April 1 to support the Parks, Recreation, Pool and Golf Operations.
- We are still hiring a few remaining seasonal vacancies.
- Seth Green was hired for the IT Technician Intern position.

HR continues to support City staff with a vast array of needs, services and trainings. Big projects we are preparing for are: 2027 Personnel Projections and Open Enrollment.

PUBLIC WORKS

- Continuing with revision of Rifle Standard Specifications Manual: standard figure revisions in progress. Working through review comments of the Specifications – 85% complete; Figure revisions: 30% complete.
- Coordination of a lighting standard for development with a local lighting consultant.
- Continuing with asset management: adding street lighting data to MaintainX
- Initial work on department budget for 2027

Fleet

- Normal fleet maintenance operations, to include DOT inspections
- Over the next couple of weeks, Marjorie will continue developing departmental level policy for Fleet Operations.
- Marjorie is currently working to complete an industry standard Fleet Managers course: currently going through Module 6, Business Law (Nine total modules)
- Marjorie is currently compiling data for the Fleet Replacement report due July 1.

Operations & Maintenance

- Asphalt at Access Road (West Rifle) driveway connection to protect the shallow culvert
- This week: remove and replace with concrete sidewalk scuppers on Firethorn and on E. 18th between PD & Pool.
- Replacement of a curb cut and driveway with concrete sidewalk and curb/gutter just east of pool on E. 18th St.

June/July projects:

- Complete repairs to overflow culvert from RRWPF sludge ponds; delays at the plant
- Install new curb/gutter on the south side of the 300 block of E. 3rd Street – complete
- Re-grade shoulders on Centennial both east and west of the Centennial Pkwy bridge
- Hang new traffic signs at the intersection of SH13 & 24th St.
- Grading and minor paving of SE corner of Centennial Pkwy & Railroad Ave.: developing
- Replace a piece of broken curb/gutter on McCarron Ave north of 3rd St.
- Run, Hide, Fight Training with PD complete
- Third Thursday's traffic control setup and removal – June 18th complete

- Normal street maintenance operations: mowing, street sweeping, sign maintenance, pothole repair, etc.

PARKS & RECREATION

Rifle Creek Restoration Through Centennial Park

- The City has received the Conceptual Design Report for the Rifle Creek Restoration through Centennial Park project. The project focuses on the reach of Rifle Creek from Railroad Avenue to 3rd Street and is intended to improve creek health, reduce flood risk, enhance aquatic and riparian habitat, improve water quality, and provide safer and more accessible public interaction with the creek. The consultant completed a site assessment, developed a conceptual layout, and gathered public feedback between April 18 and May 10, 2026. Community feedback was generally positive, with strong interest in shade trees, improved creek access, habitat improvements, and boulder seating areas. The report identifies three potential design options, ranging from a minimum sightline and access improvement approach to a more comprehensive corridor circulation option. Staff will present the full report and design options at a future City Council meeting for review and discussion.

Rifle Creek Golf Course

- Staff continues to make progress on improvements and maintenance needs at Rifle Creek Golf Course. The City is beginning the irrigation design process for a new system, which is an important step toward improving long-term course conditions and water efficiency. Several smaller improvement projects have also been completed or are underway. The stairs leading from Hole 6 to the clubhouse have been replaced, and staff has started making improvements to cart path areas around the clubhouse. In addition, staff is actively working through irrigation breaks and other system issues as they arise to help maintain course conditions during the season.

Senior Center/Museum Building Audit

- Staff has started the building audit process for the Senior Center and Museum. The firm selected to perform the audit was on site on Tuesday, June 23, and Wednesday, June 24, for their initial visit. Staff spent both days with the team walking them through the facilities, reviewing existing documentation, and discussing known building conditions and operational needs. It was a productive two days and a strong start to the project. Staff also assisted the Museum in facilitating the installation of two new swamp coolers on Tuesday, June 23. All five existing coolers had failed beyond repair. The two new units will provide the necessary cooling for the building while the audit process is completed and the consultant develops recommendations. The building audit will help identify current facility needs, prioritize improvements, and provide staff with recommendations to support future planning and budget discussions for both facilities

South Rifle Master Planning

- The South Rifle Master Planning project is now complete. This planning effort provides a long-term vision for the 112-acre property in South Rifle and will help guide future discussions related to land use, recreation opportunities, open space, trail connections, infrastructure needs, and potential phased improvements.
- Staff will provide a more detailed update and presentation of the final plan at a future City Council meeting.



Garfield County Traveler Program



2026 Traveler Actual and Forecasted Service and Cost Monitoring Report



2026 Traveler Actual and Forecasted Service and Cost Monitoring Report

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May 2026 Summary

This is intended to be a Traveler year-to-date Actual and Forecasted Service and Cost monitoring report for the 2026 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 **May 2026**, so the numbers could change significantly over the course of the year for a wide variety of reasons. However, based on five-twelfths of the year’s data, a number of observations can be made, as follows:

1. **2026 One-Way Passenger Trips Forecast:** When year-to-date actuals thru May’s one-way passenger trips are forecasted out to year-end by multiplying them by 2.4 for each jurisdiction, they could total approximately **6% less** than the total one-way passenger trips forecast that was budgeted in the 2026 7-Party MOU.
2. **2026 Loaded Miles Forecast:** Similarly, at year end, actual Loaded Miles could total approximately **13% less** than the forecast that was used to budget in the 2026 7-Party MOU.
3. **2026 Loaded Minutes Forecast:** Similarly, at year end, actual Loaded Minutes could total approximately **12% less** than the forecast that was used to budget in the 2026 7-Party MOU.
4. **Total 2026 Traveler Cost Forecast:** As of **May 2026**, the year-end forecast for actual costs is approximately **\$21,713 under** budget. However, one-way passenger trips, loaded miles, and loaded hours are being redistributed among the participating jurisdictions, and the net costs for Rifle and Silt are **increasing** by **\$6,833** and **\$23,761**, respectively, while the net costs for RFTA Jurisdictions and Garfield County are **decreasing** by **\$41,451** and **\$10,856**, 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 would decline. The chart below, using five months’ data to forecast out to year-end, indicates the following decrease in performance measures would occur:

Performance Measure	YTD Forecast	MOU Budget	\$ Variance	% Variance
Total Cost Per One-Way Psgr. Trip	\$ 71.52	\$ 68.98	\$ 2.55	4%
Total Cost Per Loaded Mile	\$ 15.78	\$ 14.08	\$ 1.71	12%
Total Cost Per Loaded Minute	\$ 4.20	\$ 3.78	\$ 0.42	11%

6. **Garfield County Cambro:** In May 2026, there were 28 Cambro deliveries. Using the estimated Garfield County cost per one-way passenger trip of \$92.68, May Cambro cost is \$2,595.04 and year-to-date is \$14,458.08.

7. **One-Way Passenger Trips:** The following chart is a year-over-year comparison of one-way passenger trips by jurisdiction thru May 2026.

Jurisdiction	May, 2025	May, 2026	Incr/(Decr)	YTD, 2025	YTD 2026	Incr/(Decr)
Carbondale	28	13	-15	71	40	-31
Glenwood Springs	315	215	-100	1,767	1,341	-426
New Castle	70	54	-16	336	262	-74
Silt	16	26	10	57	128	71
Rifle	403	513	110	2,046	2,327	281
Rural Garfield	162	147	-15	862	716	-146
Total	994	968	-26	5,139	4,814	-325

2026 Forecast - 5-2026: Year-To-Date and Annualized Cost and Service Data

Line Item	Breakdown	Pay Periods		Annualized	2026 Forecast	Variance
		2026 Budget	YTD Actual			
03-10-0004-20100	Salaries Supervisor Ops Dpt		106,558	42,000	102,201	105,450 (1,108)
03-10-0011-20100	Salaries NonCDL Bus (FTYR) Ops Dpt		239,081	105,403	256,481	253,560 14,479
03-10-0012-20100	Salaries NonCDL Bus (PTYR) Ops Dpt		50,439	15,470	37,645	34,380 (16,059)
03-10-0015-20100	Salaries Transit Dispatch		73,300	28,924	70,381	72,350 (950)
03-10-0009-20100	Salaries Mechanics Mtn Dpt		51,100	15,721	37,731	39,620 (11,480)
03-10-0000-20105	Alternative Activity		2,350	-	-	2,350 -
03-10-0000-20110	Overtime Pay		10,820	-	-	- 5,310
03-10-0004-20110	Overtime Pay - Supervisors	2,500		789	1,919	1,650
03-10-0011-20110	Overtime Pay - nonCDL FT	6,320		5,755	14,005	11,200
03-10-0012-20110	Overtime Pay - nonCDL PT			-	-	-
03-10-0015-20110	Overtime Pay - Transit Dispatch	2,000		2,193	5,335	3,280
03-10-0000-20120	Bonus Pay		2,100	-	-	-
03-10-0004-20120	Bonus Pay	800		-	-	800
03-10-0011-20127	Bonus Safety	900		500	1,200	900
03-10-0015-20120	Bonus Pay	400		-	-	400
03-10-0000-20130	Shift Pay		2,000	-	-	- (500)
03-10-0011-20130	Shift Pay - CDL FT	2,000		620	1,509	1,500
03-10-0012-20130	Shift Pay - nonCDL FT			-	-	-
03-10-0004-20150	Separation Pay - Supervisor		-	-	-	-
03-10-0000-20190	Fringe Benefits Ops Dept	2,593	78,192	-	-	- 2,968
03-10-0004-20190	Fringe Benefits - Supervisor	18,221		7,674	18,674	19,310
03-10-0011-20190	Fringe Benefits - nonCDL FT	40,884		18,542	45,119	45,450
03-10-0012-20190	Fringe Benefits - nonCDL PT	3,959		1,278	3,110	2,760
03-10-0015-20190	Fringe Benefits - Dispatch	12,535		5,477	13,327	13,640
03-10-0000-20200	Health Insurance Ops Dept		90,653	-	-	- 5,087
03-10-0004-20200	Health Insurance - Supervisor	11,879		5,386	12,926	11,800
03-10-0011-20200	Health Insurance - nonCDL FT	67,334		33,536	80,486	72,600
03-10-0015-20200	Health Insurance - Dispatch	11,440		5,159	12,382	11,340
Subtotal Compensation			706,593	294,427	714,430	704,340 (2,253)
03-11-0000-52000	Admin Overhead		42,440	17,683	42,440	42,440 -
03-11-0000-52200	Vehicle Insurance		8,330	-	-	8,330 -
03-11-0000-54200	Office Rental		21,130	8,804	21,130	21,130 -
03-11-0000-52360	Telephone/Communications		10,500	2,781	6,676	7,010 (3,490)
03-11-0000-52600	Staff Training		1,000	918	2,203	1,000 -
03-11-0000-52660	Travel		700	-	-	700 -
03-11-0000-53000	Office Supplies		700	197	474	500 (200)
03-11-0000-53200	Postage		500	-	-	500 -
Subtotal Admin			85,300	30,384	72,923	81,610 (3,690)
03-12-0000-52020	Repairs-Third pty services		15,470	4,743	11,382	11,380 (4,090)
03-12-0000-52021	Drug and Alcohol Testing		300	-	-	300 -
03-12-0000-52074	DOT Exams		800	120	288	800 -
03-12-0000-53713	Unleaded Fuel		26,700	7,883	18,918	18,920 (7,780)
03-12-0000-53714	Compressed Natural Gas		7,280	1,408	3,379	3,380 (3,900)
03-12-0000-52830	Software Support		14,980	-	-	14,980 -
Subtotal Operating			65,530	14,153	33,967	49,760 (15,770)
Total Budget / Forecast			857,423	338,965	821,320	835,710 (21,713) -102.5%

Actual & Annualized Data by Jurisdiction	Loaded Miles		Loaded Minutes		Passengers	
	YTD Actual	Annualized	YTD Actual	Annualized	YTD Actual	Annualized
2026-Forecast						
Carbondale	547	1,313	1,219	2,926	40	96
Glenwood Springs	3,015	7,236	18,478	44,347	1,341	3,218
New Castle	3,896	9,350	9,992	23,981	262	629
Silt	462	1,109	2,047	4,913	128	307
Rifle	7,195	17,268	33,686	80,846	2,327	5,585
Rural Garfield	6,698	16,075	16,572	39,773	716	1,718
Total	21,813	52,351	81,994	196,786	4,814	11,554

Budgeted 2026 Traveler 7-Party MOU Service and Cost Data Compared with Traveler Year-to-Date Actual Service and Cost Data Forecasted to Year-End 2026

May 2026 Actual Data

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
		2026 Forecast One-Way Passenger Trips	MOU Est. One-Way Passenger Trips	Forecast - MOU Vari +/-	2026 Forecast Loaded Miles	MOU Est. Loaded Miles	Forecast - MOU Vari +/-	2026 Forecast Loaded Minutes	MOU Est. Loaded Minutes	Forecast - MOU Vari +/-	2026 Est. Forecast Fully Allocated Cost	Est. MOU Fully Allocated Cost	Forecast - MOU Vari +/-	2026 Est. Forecast Allocation of County Contribution, Grants & Program Income	Est. MOU Allocation of County Contribution, Grants & Program Income	Forecast - MOU Vari +/-	2026 Est. Forecast Net Respons for Each Municipality	MOU Est. Net Respons for Each Municipality	2026 Forecast to MOU Vari +/-	2026 Forecast Municipal Cost Only Per Trip	2026 Forecast Total Alloc. Cost Per Trip
1	Carbondale	96	180	(84)	1,313	2,520	(1,207)	2,926	5,680	(2,754)	\$ 11,143	\$ 19,988	\$ (8,845)	\$ 5,402	\$ 9,524	\$ (4,121)	\$ 5,741	\$ 10,464	\$ (4,723)	\$ 59.80	\$ 116.07
2	Glenwood Springs	3,218	4,090	(872)	7,236	10,285	(3,049)	44,347	60,160	(15,813)	\$ 195,191	\$ 236,782	\$ (41,591)	\$ 94,631	\$ 112,821	\$ (18,190)	\$ 100,560	\$ 123,961	\$ (23,401)	\$ 14.54	\$ 60.65
3	New Castle	629	800	(171)	9,350	13,115	(3,765)	23,981	33,860	(9,879)	\$ 85,545	\$ 109,639	\$ (24,094)	\$ 41,473	\$ 52,240	\$ (10,767)	\$ 44,072	\$ 57,398	\$ (13,327)	\$ 70.09	\$ 136.04
4	Silt	307	105	202	1,109	630	479	4,913	1,920	2,993	\$ 20,824	\$ 7,441	\$ 13,384	\$ 10,096	\$ 3,545	\$ 6,551	\$ 10,728	\$ 3,895	\$ 6,833	\$ 34.92	\$ 67.79
5	Rifle	5,585	5,140	445	17,268	15,635	1,633	80,846	76,300	4,546	\$ 354,395	\$ 303,364	\$ 51,030	\$ 171,815	\$ 144,546	\$ 27,269	\$ 182,580	\$ 158,818	\$ 23,761	\$ 32.69	\$ 63.46
6	Garfield County	1,718	1,980	(262)	16,075	18,060	(1,985)	39,773	46,220	(6,447)	\$ 159,263	\$ 170,860	\$ (11,598)	\$ 159,263	\$ 170,860	\$ (11,598)	\$ -	\$ -	\$ -	\$ -	\$ 92.68
7	Total	11,554	12,295	(741)	52,351	60,245	(7,894)	196,786	224,140	(27,354)	\$ 826,361	\$ 848,074	\$ (21,713)	\$ 482,681	\$ 493,537	\$ (10,857)	\$ 343,681	\$ 354,537	\$ (10,857)	\$ 29.75	\$ 71.52
	Check Total	11,554		-6%	52,351		-13%	196,786		-12%	\$ 826,361		\$ 482,681		\$ 343,681		\$ 343,681				
	Difference +/-																				

Note: Column Q, Line 6 indicates potential changes in Garfield County's 2026 contribution based on year-end forecasted costs and services

Note: Column T, Lines 1 - 5 indicate potential changes in the jurisdictions 2026 contributions based on year-end forecasted costs and services

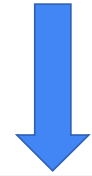


Chart 1

Jurisdiction	% Act/Fore Psgr. To Budget	% Act/Fore Load Miles To Budget	% Act/Fore Loaded Minutes To Budget
Carbondale	53%	52%	52%
Glenwood Springs	79%	70%	74%
New Castle	79%	71%	71%
Silt	293%	176%	256%
Rifle	109%	110%	106%
Garfield County	87%	89%	86%
Total Average	94%	87%	88%

Chart 2

Performance Measure	YTD Forecast	MOU Budget	\$ Variance	% Variance
Total Cost Per One-Way Psgr. Trip	\$ 71.52	\$ 68.98	\$ 2.55	4%
Total Cost Per Loaded Mile	\$ 15.78	\$ 14.08	\$ 1.71	12%
Total Cost Per Loaded Minute	\$ 4.20	\$ 3.78	\$ 0.42	11%

Garfield County Cambro:

Psgr YTD, Mar	Cost / Cambro	YTD Est Cost
156	\$92.68	\$14,458.08

Line Item	2026 Budget	May 2026 YTD Forecast	2026 Forecast Reconciliation
1 Total Est. RFTA Traveler Cost	857,423	835,710	(21,713)
2 Glenwood ADA Contribution	(30,000)	(30,000)	-
3 Net RFTA Traveler Cost	827,423	805,710	(21,713)
4 RFTA Carbondale Cost	10,464	5,741	(4,723)
5 RFTA Glenwood Cost	123,961	100,560	(23,401)
6 RFTA New Castle Cost	57,398	44,072	(13,327)
7 Net RFTA Cost	191,823	150,373	(41,451)
8 County Payment to RFTA	635,600	655,337	19,738
9 Silt Cost	3,895	10,728	6,833
10 Rifle Cost	158,818	182,580	23,761
11 Balance of County Funding	472,886	462,030	(10,856)

RFTA - Garfield County Traveler

Year: 2026															
Jurisdiction	Passenger Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Annualized
Carbondale	Client	0	0	9	17	13								39	94
	PCA	0	0	0	0	0								0	0
	Guest	0	0	1	0	0								1	2
Carbondale		0	0	10	17	13								40	96
Glenwood Springs	Client	308	270	274	262	214								1,328	3,187
	PCA	0	0	0	0	1								1	2
	Guest	0	0	0	12	0								12	29
Glenwood Springs		308	270	274	274	215								1,341	3,218
New Castle	Client	39	60	61	48	54								262	629
	PCA	0	0	0	0	0								0	0
	Guest	0	0	0	0	0								0	0
New Castle		39	60	61	48	54								262	629
Silt	Client	25	22	20	29	26								122	293
	PCA	6	0	0	0	0								6	14
	Guest	0	0	0	0	0								0	0
Silt		31	22	20	29	26								128	307
Rifle	Client	371	398	516	493	503								2,281	5,474
	PCA	6	4	19	5	10								44	106
	Guest	0	0	0	2	0								2	5
Rifle		377	402	535	500	513								2,327	5,585
Garfield County	Client	117	120	159	157	146								699	1,678
	PCA	0	0	1	3	1								5	12
	Guest	0	0	0	12	0								12	29
Garfield County		117	120	160	172	147								716	1,718
		872	874	1,060	1,040	968								4,814	11,554

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
2026 - Loaded Miles	Carbondale	0	0	128	234	185								547	1,313
	Glenwood Springs	721	577	677	576	464								3,015	7,236
	New Castle	628	940	764	717	847								3,896	9,350
	Silt	57	90	48	140	127								462	1,109
	Rifle	1,153	1,239	1,552	1,551	1,700								7,195	17,268
	Garfield County	1,080	1,039	1,560	1,682	1,337								6,698	16,075
		3,639	3,885	4,729	4,900	4,660								21,813	52,351

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Annualized
2026 - Loaded Minutes	Carbondale	0	0	298	516	405								1,219	2,926
	Glenwood Springs	4,433	3,576	3,944	3,657	2,868								18,478	44,347
	New Castle	1,724	2,381	2,013	1,810	2,064								9,992	23,981
	Silt	377	386	272	539	473								2,047	4,913
	Rifle	5,365	5,869	7,497	6,956	7,999								33,686	80,846
	Garfield County	2,662	2,715	3,811	3,924	3,460								16,572	39,773
		14,561	14,927	17,835	17,402	17,269								81,994	196,786

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
2026 - Loaded Hours	Carbondale	0.0	0.0	5.0	8.6	6.7								20.3	48.7
	Glenwood Springs	74.0	59.8	65.8	61.1	48.1								308.8	741.1
	New Castle	28.9	39.7	33.7	30.2	34.4								166.9	400.5
	Silt	6.3	6.5	4.5	9.0	7.9								34.1	82.0
	Rifle	89.3	97.8	125.1	116.1	133.3								561.7	1,348.1
	Garfield County	44.3	45.3	63.7	65.5	57.7								276.4	663.4
		242.8	249.1	297.8	290.4	288.2								1,368.3	3,283.8

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026 - Distinct Customers	Carbondale	0	0	2	2	2								3
	Glenwood Springs	32	28	25	22	25								39
	New Castle	7	6	6	6	6								8
	Silt	2	2	2	3	3								4
	Rifle	34	38	40	38	41								52
	Garfield County	17	16	19	19	15								21
		92	90	94	90	92								127

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
2026 - Psg p/Mile	Carbondale			0.02	0.02	0.02								0.02
	Glenwood Springs	0.15	0.12	0.09	0.10	0.10								0.11
	New Castle	0.04	0.04	0.04	0.03	0.03								0.03
	Silt	0.03	0.02	0.02	0.02	0.02								0.02
	Rifle	0.15	0.15	0.17	0.14	0.15								0.15
	Garfield County	0.03	0.03	0.03	0.03	0.03								0.03
		0.08	0.08	0.08	0.07	0.07								0.07

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026 - Psg p/Hour	Carbondale			0.17	0.16	0.17								0.17
	Glenwood Springs	1.08	0.91	0.75	0.84	0.84								0.88
	New Castle	0.30	0.37	0.34	0.27	0.32								0.32
	Silt	0.23	0.20	0.19	0.21	0.17								0.20
	Rifle	1.28	1.28	1.53	1.35	1.39								1.37
	Garfield County	0.28	0.27	0.31	0.31	0.28								0.29
		0.69	0.66	0.68	0.63	0.63								0.66

RFTA - Garfield County Traveler

Jurisdiction: Carbondale															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026	Non-ADA - Ambulatory	No	0	0	9	17	13								39
			0	0	9	17	13								39

Jurisdiction: Glenwood Springs															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026	ADA - Ambulatory	No	240	181	175	165	145								906
2026	ADA - Ambulatory Requiring Lift	No	27	35	44	31	28								165
2026	ADA - WheelChair	No	35	32	33	49	32								181
2026	Non-ADA - Ambulatory	No	6	22	20	17	9								74
2026	Non-ADA - Ambulatory Requiring Lift	No			2										2
			308	270	274	262	214								1,328

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
2026	Non-ADA - Ambulatory	No	39	60	61	48	54								262
			39	60	61	48	54								262

Jurisdiction: Rifle															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026	Non-ADA - Ambulatory	No	260	285	378	380	377								1,670
2026	Non-ADA - Ambulatory Requiring Lift	No	20	46	64	46	55								231
2026	Non-ADA - WheelChair	No	93	69	76	69	73								380
			373	400	518	495	505								2,281

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
2026	ADA - Ambulatory	No	32	38	28	22	22								142
2026	ADA - Ambulatory Requiring Lift	No			1	1	1								3
2026	ADA - WheelChair	No		1	1										2
2026	Non-ADA - Ambulatory	No	52	47	86	91	90								366
2026	Non-ADA - Ambulatory Requiring Lift	No	28	28	36	36	28								156
2026	Non-ADA - WheelChair	No	5	6	7	7	5								30
			117	120	159	157	146								699

Jurisdiction: Silt															
Year	Trip / Mobility	Assistance	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026	ADA - Ambulatory	No	1	1											2
2026	ADA - Ambulatory Requiring Lift	No	18	8		7	8								41
2026	Non-ADA - Ambulatory	No	6	2	2	9	14								33
2026	Non-ADA - Ambulatory Requiring Lift	No		11	18	13	4								46
			25	22	20	29	26								122

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
2026	Medical	0	0	1	2	1								4
2026	Work			8	15	12								35
		0	0	9	17	13								39

Jurisdiction: Glenwood Springs														
Year	Purpose	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026	Errands	84	72	50	74	68								348
2026	Medical	62	65	98	72	49								346
2026	Wellness	78	37	45	40	34								234
2026	Work	84	96	81	76	63								400
		308	270	274	262	214								1,328

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
2026	Errands	2	5	8	4	7								26
2026	Medical	4	10	11	6	6								37
2026	Wellness	3	7	6	4	7								27
2026	Work	30	38	36	34	34								172
		39	60	61	48	54								262

Jurisdiction: Rifle														
Year	Purpose	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026	Errands	120	124	171	169	204								788
2026	Medical	71	72	102	77	80								402
2026	Wellness	37	59	81	81	83								341
2026	Work	143	143	162	166	136								750
		371	398	516	493	503								2,281

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
2026	Cambro	28	28	36	36	28								156
2026	Errands	6	12	10	13	6								47
2026	Medical	13	13	33	8	7								74
2026	Wellness	18	23	33	38	49								161
2026	Work	52	44	47	62	56								261
		117	120	159	157	146								699

Jurisdiction: Silt														
Year	Purpose	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026	Errands	1	2		1	1								5
2026	Medical	18	20	18	19	11								86
2026	Wellness			2	9	14								25
2026	Work	6												6
		25	22	20	29	26								122

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
2026	Carbondale	Late Cancel			2		1								3
	Carbondale	No Show	0	0	0	0	0								0
	Carbondale		0	0	2	0	1								3
	Glenwood Springs	Late Cancel	28	44	28	24	27								151
	Glenwood Springs	No Show	14	11	16	17	8								66
	Glenwood Springs		42	55	44	41	35								217
	New Castle	Late Cancel	1	3	6	5	1								16
	New Castle	No Show	0	0	1	0	1								2
	New Castle		1	3	7	5	2								18
	Silt	Late Cancel		6	1	4	10								21
	Silt	No Show	0	1	0	0	0								1
	Silt		0	7	1	4	10								22
	Rifle	Late Cancel	13	23	14	30	23								103
	Rifle	No Show	6	13	12	12	13								56
	Rifle		19	36	26	42	36								159
	Garfield County	Late Cancel	5	1	6	11	4								27
	Garfield County	No Show	0	0	4	1	3								8
	Garfield County		5	1	10	12	7								35
			67	102	90	104	91							454	

RFTA - Garfield County Traveler

Year	Jurisdiction	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026 - Denials	Carbondale	0	0	0	0	0								0
	Glenwood Springs	0	0	0	0	0								0
	New Castle	0	0	0	0	0								0
	Silt	0	0	0	0	0								0
	Rifle	0	0	0	0	0								0
	Garfield County	0	0	0	0	0								0
		0	0	0	0	0								0