



CITY COUNCIL

WORKSHOP AND REGULAR MEETING AGENDA

March 17, 2021
7:00 PM
202 Railroad Avenue, Rifle, CO

6:00 PM - Workshop Meeting

Discussion and Review

- a. Discussion of Potential Projects and Priorities
- b. Discuss Development Impact Fee System

7:00 PM - Regular Meeting

- 1. **Call to Order & Roll Call**
- 2. **Pledge of Allegiance**
- 3. **Public Comment** *(maximum time permitted for Public Comment is 3 minutes per person)
 - 3.a. Instructions to Participate / Citizen Comments - for items not listed as public hearings on the agenda
- 4. **Consent Agenda**
 - 4.a. Consider Minutes of the January 20, 2021, Regular Meeting
 - 4.b. Consider Liquor License Renewal for Jalisco Grill, LLC dba Jaliso Grill
- 5. **Action, if any, on Workshop Items**
- 6. **Regular Agenda**
 - 6.a. Consider Disbursement of 2020 Garfield County Senior Programs Traveler Refund
 - 6.b. Consider Participation in the Rural Jump-Start Program - Resolution No. 2, Series of 2021
 - 6.c. Consider Updates to the Development Impact Fee System

7. Administrative Reports

7.a. Report to City Manager

8. Comments from Mayor and Council

9. Executive Session Executive Session

9.a. Executive Session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e) (real estate)

10. Adjournment



Agenda Item #a.

Agenda Item Name:

Discussion of Potential Projects and Priorities

Presenter:

Tom Whitmore, Parks & Recreation Director

Item Description:

Update and discussion related to future July 3rd fireworks/drone/laser show, as well as discussion of the Veterans Memorial, parks/playground planning, and cemetery paving projects.

Recommended Action:

Discuss pertinent information and provide staff with expectations and direction on the presented items.

Fiscal Impact:

Operational Impact:

Prior Board Motions:

Background Information:

Projects:

\$15,000 has been budgeted in Parks Capital for preliminary work for 2 potential projects; the Veterans Memorial and Parks/playground planning, and \$25,000 has been budgeted from the Cemetery Perpetual Care Fund--Repair and Maintenance Services--related to Cemetery paving.

Staff will discuss what work has been initiated toward these projects and what the short term expectations are.

Fireworks:

Fireworks for last year have been paid for and are being held until a shoot event is scheduled. Staff will provide information about the logistics and cost of fireworks, drone, and laser shows, and discuss short term and future expectations for the July 3rd Independence Day Event.

Executive Summary:

Notification Requirements:

Prepared By:

Tom Whitmore, Parks & Recreation Director

Attachments:

None



Agenda Item #b.

Agenda Item Name:

Discuss Development Impact Fee System

Presenter:

Nathan Lindquist, Planning Director

Item Description:

Consider updates to the Development Impact Fee System

Recommended Action:

To be determined by Council. If the desire is to let the fee waiver program expire, then no action would be needed. Staff would only need direction to continue with updating the fee system.

Fiscal Impact:

TBD

Operational Impact:

none

Prior Board Motions:

In December 2020 Council extended the Fee Waiver Program until April 1, 2021.

Background Information:

City Council requested that staff review development impact fees and make recommendations for updates to the system. The attached memo discusses staff's recommendations and requests Council's feedback.

Executive Summary:

The following recommendations for an updated fee system are based on a balance of the following objectives:

- Incentivizing infill development
- Ensuring development contributes towards the impacts of growth on infrastructure
- Maintaining competitiveness in the regional development market
- Ensuring feasibility of housing construction is not unduly hampered

These objectives must be balanced against each other in Council's decision.

The overall Staff recommendation would leave impact fees constant with the current fees (not including the fee waiver program) in most areas of the City. It would then apply a reduction for Infill Areas.

Notification Requirements:

none

Prepared By:

Kristy Doll, CMC, City Clerk

Attachments:

1. Finalnew development fee system MEMO
2. Memo_Street Impact Fees



MEMORANDUM

To: Honorable Mayor and City Council
From: Nathan Lindquist, Planning Director/Assistant City Manager
Date: March 8, 2021
Subject: Updates to the Development Impact Fee System

1. PURPOSE

City Council requested that staff review development impact fees and make recommendations for updates to the system. This memo discusses staff's recommendations and requests Council's feedback.

The goal was to have this in place for the expiration of the fee waiver program on April 1, 2021. Given the need for two readings of an ordinance as well as planning staff change-over, even if Council is ready to move forward with a consensus on the new system there will be some gap between the fee waiver program expiration and the implementation of the new fee system. At your March 17th meeting Council may either decide to let the fee waiver program expire on April 1st, or to extend it until the new system can be put in place. Developers report that the fee waivers are critical to continued homebuilding but it is of course difficult to assess the real-world impacts of its expiration.

2. EXECUTIVE SUMMARY

The following recommendations for an updated fee system are based on a balance of the following objectives:

- Incentivizing infill development
- Ensuring development contributes towards the impacts of growth on infrastructure
- Maintaining competitiveness in the regional development market
- Ensuring feasibility of housing construction is not unduly hampered

These objectives must be balanced against each other in Council's decision.

The overall Staff recommendation would leave impact fees constant with the current fees (not including the fee waiver program) in most areas of the City. It would then apply a reduction for Infill Areas.

If Council wishes to adjust the Infill Area boundary, or raise or lower fees outside of that boundary, these could be considered and there would likely be justification for doing so. Staff has provided the following recommendations as a starting point for discussion.

3. FEE COMPARISON WITH NEIGHBORING MUNICIPALITIES

The table below compares the City of Rifle's development fees with neighboring municipalities. Be aware that individual subdivisions often have unique fee schedules that differ from these numbers.

Development Fees for a Single-Family Home in Rifle and Neighboring Municipalities								
	TOTAL	Water	Sewer	Schools	Parks	EMS	Streets	Irrigation
Basalt	\$ 28,929.28	\$ 5,217.00	\$ 5,500.00	\$ 5,042.00	\$ 12,200.28	\$ 970.00	\$ -	\$ -
Rifle	\$ 23,504.14	\$ 6,030.43	\$ 6,701.48	\$ -	\$ 3,677.87	\$ -	\$ 7,094.36	\$ -
Glenwood Springs	\$ 20,649.96	\$ 6,964.91	\$ 4,178.95	\$ 2,471.30	\$ 5,744.80	\$ 1,290.00	\$ -	\$ -
Silt	\$ 16,569.38	\$ 5,835.98	\$ 5,835.98	\$ -	\$ 895.44	\$ -	\$ 500.00	\$ 3,501.98
New Castle	\$ 14,095.36	\$ 6,000.00	\$ 6,000.00	\$ -	\$ 500.00	\$ -	\$ 1,595.36	\$ -
Carbondale	\$ 12,288.00	\$ 6,060.00	\$ 4,420.00	\$ 378.00	\$ 700.00	\$ 730.00	\$ -	\$ -
AVERAGE	\$ 19,339.35	\$ 6,018.05	\$ 5,439.40	\$ 1,315.22	\$ 3,953.07	\$ 498.33	\$ 1,531.62	\$ 583.66

Rifle's Water and Sewer System Improvement Fees (commonly called "Tap Fees") are near the regional average. However the parks and street fees are high, making Rifle's total development fees higher than the regional average.

Staff's opinion is that no City is fully putting the impacts on growth on new development. They are instead relying on sales taxes or other fees and rates. Rifle is currently putting more of the burden on new development than most. This is a policy question that needs to be decided based on Council's philosophy towards growth and paying for infrastructure.

Robert Burns has developed a mission statement for the Water Department that could apply well to this discussion: "Promoting Positive Growth Through Responsible Infrastructure/Resource Management". Of course the question is how to put this principle into practice.

4. INFILL AREA

In considering an update to the development fee system, Council directed Staff to prioritize incentivizing development in "Infill Areas" of Rifle. The Comprehensive Plan identifies a recommended "Infill Area" on the following map. This area contains "the valley" between Prefontaine Mesa and Graham Mesa, and between the Colorado River and Highway 13. This is the historic core of Rifle where the infrastructure is in place including streets, parks, and utilities.

Overall, development in Infill Areas utilize the City’s “core infrastructure” without requiring the same level of additional neighborhood-specific infrastructure or capacity increases that development outside of the Infill Area requires. This general principle can be applied to each impact fee through the analysis below. Following this principle of incentivizing infill development helps City move towards our goal of *generating more revenue on less infrastructure*, thus decreasing the overall tax burden on the citizens over time.

5. ANNUAL FEE ESCALATOR

Another issue that will need to be decided is whether an annual automatic escalator should be applied to the fees. In the past the escalator was 5% for most fees. This escalator either expired (for tap fees) or has been halted by Council (street impact fees). Staff would recommend a 2% or 3% escalator moving forward. This keeps the fees increasing with inflation but not at a rate that creates an undue burden on home-building.

6. OFF-SITE STREET IMPACT FEE

Existing Fees:

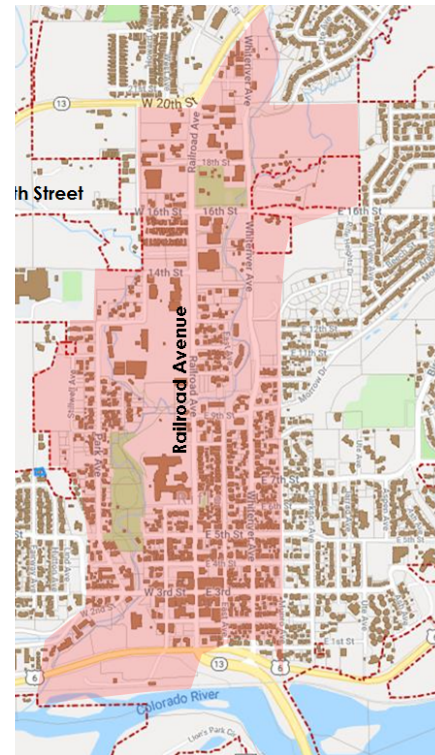
\$7,094 per SF unit

\$4,354.82 per MF unit

City Engineer Craig Spaulding analyzed the City’s Street Capital and Maintenance Plan and the Street Impact Fee in the attached memo. In summary, the analysis identifies one category of “Core Citywide Infrastructure” needs such as the Gateway roundabouts and pedestrian/ADA improvements. It identifies another category of projects that serve specific neighborhoods rather than city-wide transportation needs. The first category relates to the needs of development in the Infill Areas, while development in other areas of the City create impacts that affect both categories of street improvements (“core” as well as “neighborhood”).

The costs of “Core Infrastructure + neighborhood-specific improvements” combined on a per-housing unit basis would be \$8,456 per single family unit. Given that this is close to but slightly higher than the City’s current fee (\$7,094), Staff would recommend we keep the base Off-Site Street Impact Fee consistent at its current amount so as not to unduly burden the cost of home-building.

In order to more accurately account for the lower impacts of development in Infill Areas, Staff recommends using the costs of “Core Infrastructure” on a per-housing unit basis. This calculates



to an amount of \$3,859.21 per single family unit and \$2,377.73 per multi-family unit. It would be logical to use this amount as the Off-Site Street Impact Fees for the Infill Area.

7. PARKLAND DEDICATION FEE

The Parkland Dedication Fee was adopted by Council in the early 2000s. It is currently set at:

\$2347.00 per MF unit

\$3450.74 per single family

The same logic can be applied to Parks as discussed above in Streets. Development in the Infill Areas tends to utilize the City's major park facilities as their neighborhood parks. Development in other areas utilizes these parks as well as separate neighborhood parks.

Therefore, Staff's recommendation would be to leave the Parkland Dedication fee consistent for non-infill areas and to eliminate the Parkland Dedication Fee for Infill Areas.

8. WATER AND WASTEWATER SYSTEM IMPROVEMENT ("TAP") FEES

Current fees:

Wastewater = \$6,382.37 per EQR (single-family home)

Water = \$5743.27 per EQR (single-family home)

The detailed written analysis of the Utility Master Plan was not available at this time. However, the input from the consultants is that an increase to wastewater and water tap fees is not necessary. The overall analysis shows that the wastewater system will need more funding than the water system. Council may want to consider shifting amounts from the Water fee to the Wastewater fee while keeping the overall amount consistent. However, staff does not yet have an analysis that would allow us to make an informed recommendation as to the specific amounts.

An additional recommendation from Staff is to amend the EQR Table for small patio-homes. Small homes (1,000 sq ft or less) on small lots (6,000 square feet or less) are becoming increasingly popular as a workforce housing solution. However, the current code assesses all single-family homes at a rate of 1 EQR, while townhomes or apartments have lower EQRs between 0.6 and 1.0 based on lower water usage, due to both fewer inhabitants and a smaller landscape area. Staff reviewed the water usage records from thirty (30) smaller homes in Rifle, mostly in the older section of town. The average home in the study was 945 square feet on a 6,250 square foot lot. After determining the average water usage of these homes, Staff found that its water usage is equivalent to 0.6 EQRs. Thus Staff recommends a new category be added to the EQR table for this housing type to make it equivalent with multi-family dwellings.

public works



To: Brian Prunty
CC: Nathan Lindquist
From: Craig Spaulding
Date: January 29, 2020
Re: Impact Fee Discussion

As discussed in the 2019 Rifle Comprehensive Plan it is the desire to have fee structures and incentives that encourage the types of development needed in desirable locations. The following discusses street impact fees.

Capital improvements to streets that are triggered by development include but are not limited to new roundabouts, signalized intersections, added connections, highway access changes, asphalt intersections needing to be concrete, chip seal roads becoming asphalt roads, 3" thick roads becoming 5" thick, sidewalk connections, etc.

Known capital improvements are:

- Ramsey Gulch Flood Diversion
- Rifle Gateway
- Third Street Bridge
- Railroad Avenue Bridge
- Tripp Reconstruction
- Morrow Reconstruction
- W 5th Street PIH
- Ute and 5th
- West Avenue 3rd to 6th
- Whiteriver Roundabout
- North I-70 Roundabout
- 16th St Railroad Intersection
- 9th Street and Whiteriver Intersection
- ADA Transition Implementation
- ParknRide
- Park Avenue Extension
- Downtown Storm water master plan implementation
- Highway 13 Sidewalk
- 30th Street Light/Overpass
- Coalmine and Willow Ranch Connection
- Fairway Avenue Extension
- Grand Tunnel Ditch Mitigation
- Last Chance Extension to S. 10th
- Airport Road Sidewalk
- West Second Street Sidewalk
- Taugenbaugh Extension
- Rockwell Ave (Connection of Deerfield to Graham Mesa)
- Acacia Avenue Extension
- 9th Street Connection at Bypass
- Stillwell Construction
- Graham Mesa Avenue
- 16th Street Pavement
- Farmstead Parkway Pavement

public works



Many of the above are attributed to specific areas and do not necessarily pertain to a base fee that all development contributes to. Two capital improvements that have been heavily studied and will one day be needed for traffic flow and safety are the roundabouts at Whitriver and Highway 6 and the I 70 North Interchange. The roundabouts have a combined cost estimate of \$10,000,000.00. Additional development continually moves the City of Rifle closure to the requirement of these improvements. One goal of street impact fees should be to ensure that Rifle does not continue growth without taking these costs into account.

A 2009 traffic study predicted that these improvements would need to be implemented by 2016 when ADTs at the River bridge reached 25,000. At the time of the study ADTs were at 19,950. Ten years later, the ADT's are have reduced to 19,000.

The additional 6000 ADTs that may trigger these improvements is equivalent to 627 homes using 9.57 ADTs generated per residential unit. Within Tier 1 areas, an estimated 1,000 - 1,500 units can be developed on properties that have already been planned for development so this growth is not too far out to think about.

If the 627 homes were to pay for the roundabouts at the entry to town impact fees would be \$15,948 per residential unit. This is not a fair calculation as there are currently 4,751 units using EQR data. The 627 homes would equate to only 13% of the ADT's or an impact of \$2,073.24. \$2,073.24 should be the minimum impact fee.

Important capital improvements that are needed now that the above fee does not get are pedestrian connectivity and ADA transition implementation. An example of pedestrian connectivity is Willow Ranch which is in an area continually requesting a sidewalk connection to 24th Street. In this location impact fees were waived which means the sidewalk would be funded out of the Street Improvement Fund. The street improvement fund is used for maintenance and rehabilitation of streets, bridges, sidewalks, traffic signals, and storm water. Inflicting additional capital costs on the Street Improvement Fund takes away from the maintenance budget and increases the amount of infrastructure that needs to be maintained.

If the same logic above was applied to the roundabouts and pedestrian connectivity both of which are needed in the near future. To address all of the ADA needs and add pedestrian connectivity at Airport Road, West Second Street, North Rifle is likely to be near \$1.1M. Divided by 522 this would be an additional \$1,754.38 plus the \$2,073.24 for the Roundabouts and the

impact fee would be \$3,859.21 which provides a cost share of traffic improvements and the ability to have a system of interconnected pedestrian paths in the near future.

If all of the development triggered capital projects were used and the full infill development number of 2500 units was used to implement them the cost would be \$21,140,000.00 and the impact fee would be \$8,456.00 per residential unit. Development triggered projects include: W 5th Street PIII, Whiteriver Roundabout, North I-70 Roundabout, 16th St and Railroad Intersection, 9th Street and Whiteriver Intersection, ADA Transition Implementation, ParknRide Construction, Downtown Stormwater master plan Construction, Highway 13 Sidewalk, 30th Street Light/Overpass, Coalmine and Willow Ranch Connection, Last Chance Extension, Airport Road Sidewalk, West Second Street Sidewalk, 9th Street Connection at Bypass, Graham Mesa Avenue, 16th Street Pavement, Farmstead Parkway Pavement.

From the above, street impact fees should be no less than \$2,073.24 no more than \$8,456.00 and if they shared cost for the most emanate improvements to traffic and pedestrian access they would be \$3,859.21.

The current needs for streets, sidewalks, traffic signals, bridges, and storm sewer is maintenance and rehabilitation which is funded through sales tax revenue not impact fees. The goal should be to promote in fill and better land use which in theory would increase revenues without increasing infrastructure.

1. If impact fees are waived or too low than maintenance dollars begin to pay for capital improvements which is not good for the overall street system.
2. If impact fees are too high there are little to no impact fees due to reduced construction and there are the same issues with low impact fees but there is also no growth. This results in no impact fees and no increase in revenues.
3. The goal should be to acquire an impact fee that lets growth pay its way but error on the low side as it is the most likely to result in a balance between impact fees and revenues.



Agenda Item #3.a.

Agenda Item Name:

Instructions to Participate / Citizen Comments - for items not listed as public hearings on the agenda

Presenter:

Item Description:

Citizen Comments - for items not listed as public hearings on the agenda.

Please limit comments to 3 minutes. Please see instructions below.

Electronic Meeting Participation:

Please click the link below to join the webinar:

[Click here to join electronic meeting](http://www.rifleco.org/ElectronicMeetings) or (www.rifleco.org/ElectronicMeetings)

Password: 929942

Participate by phone:

Dial: 1 301 715 8592 or 1 312 626 6799 / Webinar ID: 416 406 740

If you are participating electronically and would like to make a citizen comment during the City Council Meeting, please raise your hand on Zoom we will call on you during that portion of the meeting. During the meeting, you will be asked to state your name and if you live in the city limits of Rifle.

Recommended Action:

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

None

Executive Summary:

Notification Requirements:

None

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

None



Agenda Item #4.a.

Agenda Item Name:

Consider Minutes of the January 20, 2021, Regular Meeting

Presenter:

Kristy Doll, CMC, City Clerk

Item Description:

Minutes of the January 20, 2021, Regular Meeting

Recommended Action:

Approve the minutes of the January 20, 2021, City Council Regular Meeting

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

None

Executive Summary:

Minutes of the January 20, 2021, Regular Meeting

Notification Requirements:

None

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. January 20, 2021 Minutes



RIFLE CITY COUNCIL

REGULAR MEETING

January 20, 2021

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 Barb Clifton. This Rifle City Council meeting was posted as an electronic meeting and held as an electronic meeting.

Present at Roll Call:

Mayor Barbara Clifton, Councilor Theresa Hamilton, Councilor Joe Carpenter, Councilor Brian Condie, Councilor Ed Green, Councilor Clint Hostettler, and Councilor Sean Strode.

Others Present:

Rifle City Manager Scott Hahn, City Clerk Kristy Doll, City Attorney Jim Neu, Rifle Community Television (RCTV) Michael Churchill, Chief of Police Tommy Klein, Finance Director Michelle Duran, and Planning Director Nathan Lindquist.

PUBLIC COMMENT

No citizen comments were heard.

CONSENT AGENDA – CONSIDER APPROVING THE FOLLOWING ITEMS:

- A. Consider Minutes of the November 18, 2020, Regular Meeting
- B. Consider Designating a Public Posting Place - Resolution No. 1, Series of 2021

Councilor Theresa Hamilton moved to approve Consent Agenda Items A and B; seconded by Councilor Clint Hostettler.

Roll Call: Yes - Barbara Clifton, Theresa Hamilton, Joe Carpenter, Brian Condie, Ed Green, Clint Hostettler, Sean Strode; No - None

PUBLIC HEARING

(Acting as Liquor Licensing Authority) Public Hearing - Consider Application by Capitol Deli, LLC, dba Capitol Deli for a Hotel and Restaurant Liquor License at 851 Railroad Avenue

Mayor Barb Clifton opened the public hearing.

Applicant Dusti Budd presented a Hotel and Restaurant Liquor License application for Capitol Deli, LLC, dba Capitol Deli located at 851 Railroad Avenue.

City Clerk Kristy Doll stated the public hearing was properly noticed, the application is complete, the fees have been paid, and the petition that reflected the neighborhood's needs and desires was also submitted. Because of the close proximity to the Rifle Middle School, extra steps were necessary to satisfy both the State Statutes and the City's municipal code requirements. Colorado State regulations indicate that no retail liquor license shall be issued to a location that is within 500 feet of a public school, except when the Local Licensing Authority eliminates or reduces the distance

restrictions for any class of license by Ordinance. Rifle City Council adopted an Ordinance so that the Liquor Licensing Authority may eliminate or reduce the distance requirement on a case-by-case basis for Hotel and Restaurant Liquor Licences located within 500 feet of a school. As required by Code, Capitol Deli, LLC, requested a waiver for the Hotel and Restaurant Liquor License from the Garfield County School Board. Capitol Deli, LLC received a Resolution from the Garfield County School Board that does not oppose the Liquor License application of Caipitol Deli, LLC, located at 851 Railroad Avenue. Staff recommends the approval of the new Hotel and Restaurant Liquor License for Capitol Deli, LLC dba Capitol Deli.

Public comment was received from Lindsey Williams in support of the Liquor License Application.

Mayor Barb Clifton closed the public hearing.

Councilor Theresa Hamilton moved to approve the Hotel and Restaurant Liquor License for Capitol Deli, LLC dba Capitol Deli; seconded by Councilor Sean Strode.

Roll Call: Yes - Barbara Clifton, Theresa Hamilton, Joe Carpenter, Brian Condie, Ed Green, Clint Hostettler, Sean Strode; No - None

REGULAR AGENDA

Consider Purchase of 2021 Police Vehicle

Chief of Police Tommy Klein noted the purchase of a new vehicle for the Police Department was included in the 2021 budget in the fleet fund. The purchase of a 2021 Ford Explorer from Columbine Ford with state contract pricing is \$35,588. The price of the vehicle does not include outfitting with the necessary lights, safety equipment, etc.

Councilor Sean Strode moved to approve the purchase of a 2021 Ford Explorer from Columbine Ford in the amount of \$35,588.00; seconded by Councilor Brian Condie.

Roll Call: Yes - Barbara Clifton, Theresa Hamilton, Joe Carpenter, Brian Condie, Ed Green, Clint Hostettler, Sean Strode; No - None

Consider Amending Appendix A of the Rifle Municipal Code regarding sanitation and water rates for 2021 - Ordinance No. 1, Series of 2021

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING APPENDIX A TO THE RIFLE MUNICIPAL CODE REGARDING REFUSE COLLECTION AND WATER RATES.

City Manager Scott Hahn explained the Appendix A of the City's Code provides an automatic 5% rate increase each year in each utility fund. The sanitation fund is experiencing increased costs associated with providing refuse collection services requiring a 7.5% increase in fees. The 5% sewer increase will remain as the automatic increase identified in Appendix A. The water fund has attained efficiencies and fees can stay at the 2020 rates to offset the increased refuse collection fees. Staff recommends approval of Ordinance No. 1, Series of 2021.

Councilor Clint Hostettler moved to approve Ordinance No. 1, Series of 2021, and order it to be published as required by Charter; seconded by Councilor Sean Strode.

Roll Call: Yes - Barbara Clifton, Joe Carpenter, Brian Condie, Ed Green, Clint Hostettler, Sean Strode; No-Theresa Hamilton

Consider Additional CARES Act Expenditures in 2021

Planning Director Nathan Lindquist explained that the CARES Act funding's previous December 31, 2020 deadline was extended through 2021. Cares Act funding allocated to the City was \$ 818,370.24; however, it was decided to cap the CARES Act spending at \$750,000 to avoid a federal audit of the expenditure. With the extension of the spending deadline, the remaining \$84,000 of Cares Act Funds is available for use. It is not necessary for the majority of the additional funding to be used immediately. Staff recommends that \$17,800 be used for extra administrative costs incurred with processing grants and the continuation of \$3,000 per month paid to the Ute Theatre employees for assisting Lift-Up and the sanitation of playground equipment for the next three months. The rest of the funds would be saved for later consideration.

Councilor Clint Hostettler moved to approve \$17,800 for extra administrative costs and \$3,000 per month to the Ute Theatre staff to sanitize playground equipment for three months, as eligible; seconded by Councilor Theresa Hamilton.

Roll Call: Yes - Barbara Clifton, Joe Carpenter, Brian Condie, Ed Green, Clint Hostettler, Sean Strobe; No- None

Administrative Reports

Administrative reports were heard from City Manager Scott Hahn, City Clerk Kristy Doll, and Chief of Police Tommy Klein.

Comments from Mayor and Council

Comments were heard from Joe Carpenter, Brian Condie, and Theresa Hamilton.

Adjournment

Meeting adjourned at 7:56 p.m.

Kristy Doll
City Clerk

Barb Clifton
Mayor



Agenda Item #4.b.

Agenda Item Name:

Consider Liquor License Renewal for Jalisco Grill, LLC dba Jaliso Grill

Presenter:

Kristy Doll, CMC, City Clerk

Item Description:

Hotel & Restaurant Liquor License Renewal for Jalisco Grill, LLC dba Jaliso Grill

Recommended Action:

I move to approve the Liquor License Renewal application for Jalisco Grill, LLC dba Jaliso Grill.

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

Jalisco Grill, LLC dba Jaliso Grill located at 129 East 3rd Street, Rifle, CO has submitted a Hotel & Restaurant Liquor License Renewal Application.

The application is complete and the appropriate fees have been paid.

Executive Summary:

None

Notification Requirements:

None

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. Jalisco Renewal_Redacted (1)

Submit to Local Licensing Authority

RECEIVED

MAY 05 2021

City Clerk
 City of Rifle

Fees Due		
Renewal Fee		
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		\$

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 or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name Jalisco Grill, LLC		Doing Business As Name (DBA) Jalisco Grill	
Liquor License # CR2020-0312535	License Type Hotel + Restaurant	Sales Tax License # 35517442	Expiration Date 3-11-21
Business Address 129 East 3rd Street, Rifle, CO 81650			Phone Number (970) 510-0470
Mailing Address Same		Email jaliscogrillrifle@gmail.com	
Operating Manager Maria Vidrio	Date of Birth	Home Address	Phone Number

- Do you have legal possession of the premises at the street address above? ☒ Yes ☐ No
 Are the premises owned or rented? ☐ Owned ☒ Rented* *If rented, expiration date of lease **3/21**
- Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. ☐ Yes ☒ No
- 3a. 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
- 3b. 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
4. 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)? 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. ☐ Yes ☒ No
5. 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? If yes, attach a detailed explanation. ☐ Yes ☒ No
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 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? If yes, attach a detailed explanation. ☐ Yes ☒ No
7. 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? If yes, attach a detailed explanation. ☐ Yes ☒ No

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

ARMANDO VIDRIO

Title

Owner

Signature

Armando Vidrio

Date

3/5/2021

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

Date

Signature

Title

Attest

Tax Check Authorization, Waiver, and Request to Release Information

I, Armando Vidrio am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Jalisco Grill, LLC (the "Applicant/Licensee") 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 is 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) <u>Jalisco Grill, LLC</u>		Social Security Number/Tax Identification Number	
Address <u>129 E. 3rd</u>			
City <u>Rifle</u>		State <u>CO</u>	Zip <u>81650</u>
Home Phone Number <u>(970) 285-5905</u>		Business/Work Phone Number <u>(970) 510-0470</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>ARMANDO VIDRIO</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>Armando Vidrio</u>			Date signed <u>3/5/2021</u>

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).



Agenda Item #6.a.

Agenda Item Name:

Consider Disbursement of 2020 Garfield County Senior Programs Traveler Refund

Presenter:

Tami Sours, Senior Center Director

Item Description:

Traveler refund to the City of Rifle in the amount of \$20,543.97 for 2020

Recommended Action:

Approval for disbursement of \$20,543.97 for the 2020 refund on Traveler services.

Fiscal Impact:

In 2020 we paid a total of \$110,418.65 for Traveler services. RFTA is issuing a refund to the City of Rifle in the amount of \$20,543.97. Council will need to decide how they would like this refund disbursed. If full refund is decided to be given to the City of Rifle our net expense for 2020 will be \$89,874.68.

Operational Impact:

N/A

Prior Board Motions:

In past years Council has made decisions in multiple ways of handling our refunds. I have attached a spreadsheet showing past years disbursements of our refunds.

Background Information:

In the past RFTA has given refunds back to the municipalities for the unused portion of their budget. In the past six years we have received refunds four times. Twice council voted that full refund be given back to the City of Rifle; 2017 council voted to send 25% to the County Fund Balance-Traveler and 75% back to the City of Rifle. Council will need to vote on their decision to disburse 2020's refund in the amount of \$20,543.97. The County Fund Balance was set up for the Traveler's Capital Expenses and to be used for new buses in the future. The balance in that account was \$251,096.79 prior to the 2020 refund. The County will match funds with grants received to replace older buses and keep their fleet in good condition.

Executive Summary:

RFTA is giving the City of Rifle a refund from 2020 in the amount of \$20,543.97. Our expense after the MOU was amended in 2020 was \$110,418.65, if full refund is given back to the city our net expense for last year will be \$89,874.68.

Council has three choices on how they wish our refund to be disbursed;

1. 100% refund back to City of Rifle
2. Split between City of Rifle and Garfield County Fund Balance-Traveler
3. 100% of refund given to Garfield County Fund Balance-Traveler

Notification Requirements:

N/A

Prepared By:

Tami Sours, Senior Center Director

Attachments:

1. Senior Program multi year cost report
2. Traveler multi year cost, refund report
3. 2020 Savings Calc RFTA Refund DRAFT

	2014	2015	2016	2017	2018	2019	2020	2020 AMENDED	2021
Transportation	115,762.25	103,122.93	112,018.96	109,557.99	110,265.68	119,963.45	133,573.00	110,418.65	121,745.00
Nutrition	9,624.05	22,341.47	3,665.67	0.00	3,260.59	9,739.00	0.00	0.00	0.00
Well & Wise	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
# RIDES		5,460	5,075	4,333	3,765	3,865	4,302	5,208	4,090
TOTAL	125,386.30	130,924.40	120,759.63	113,890.99	117,291.27	133,567.45	137,875.00	115,626.65	125,835.00

COVID-19 REDUCED 21%
REDUCTION 22,248.35

TRAVELER REFUND HISTORY FOR CITY OF RIFLE

RIFLE						NEW					
YEAR	TOTAL COST	COUNTY PAID	# RIDES	RIFLE COST	COST / RIDE	REFUND	NET COST	ALLOCATION	COUNTY	CITY	COST/RIDE
2015	699,628.00	349,814.00	5,460	103,122.93	\$18.89	0.00	103,122.93	0	0.00	0.00	18.89
2016	719,307.00	359,653.50	5,075	112,018.96	\$22.07	15,340.24	96,678.72	100%	0	15,340.24	19.05
2017	706,000.00	353,000.00	4,333	109,557.99	\$25.28	16,529.69	93,028.30	25% / 75%	4,132.42	12,397.27	21.47
2018	707,759.00	353,879.50	3,765	108,986.17	\$28.95	11,890.05	97,096.12	100%	0.00	11,890.05	25.79
2019	693,231.00	346,615.50	3,865	118,021.85	\$30.54	0.00	118,021.85	0	0.00	0.00	30.54
2020	679,699.00	355,087.09	5,208	110,418.65	\$21.20	23,778.11	86,640.54				16.64
2021	761,487.00	380,743.50	4,090	121,745.00	\$29.77						

Capital Reserve Balance	251,096.79	12/31/2020
2020 Contributions	<u>\$92,379.95</u>	2020 Contributions from County and Members
New Balance	\$343,476.74	

Jurisdiction	2020			2020 Savings	Allocation of Savings	
	Municipal Transportation Contribution		%		RFTA Members	Silt/Rifle/GarCo
Carbondale	\$ 15,519.67		2%	\$ 3,342.08	\$ 3,342.08	
Glenwood Springs	\$ 114,892.22		18%	\$ 24,741.47	\$ 24,741.47	
New Castle	\$ 11,003.70		2%	\$ 2,369.59	\$ 2,369.59	
Silt	\$ 3,074.25		0%	\$ 662.02		\$ 662.02
Rifle	\$ 110,418.65		17%	\$ 23,778.11		\$ 23,778.11
Garfield County	\$ 377,857.11		60%	\$ 81,369.65		\$ 81,369.65
TOTAL	\$ 632,765.60		100%	\$ 136,262.92	\$ 30,453.14	\$ 105,809.78



Agenda Item #6.b.

Agenda Item Name:

Consider Participation in the Rural Jump-Start Program - Resolution No. 2, Series of 2021

Presenter:

Nathan Lindquist, Planning Director

Item Description:

Consider a resolution to authorize participation in the Rural Jump Start Program

Recommended Action:

A motion to approve the Rural Jump Start authorization resolution

Fiscal Impact:

none

Operational Impact:

none

Prior Board Motions:

none

Background Information:

The Rural Jump-Start Program helps economically distressed communities attract new businesses and jobs. For Rifle to participate in this program a formal resolution needs to be passed by City Council stating such

Executive Summary:

When a community is a designated rural jump-start zone, new businesses can receive incentive payments and tax relief including credits, exemptions, and refunds from:

- state income tax
- state sales and use tax
- county and municipal personal property taxes

Employees of new businesses receive a tax credit for 100% of state income taxes on their wages for work in the rural jump-start zone.

Tax credits will be for a term no longer than 8 years

Notification Requirements:

none

Prepared By:

Nathan Lindquist, Planning Director

Attachments:

1. Rural Jump-Start resolution memo
2. Resolution No. 2-Rural Jump-Start Zone

DEPARTMENT OF PLANNING & DEVELOPMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490 Fax: 970-625-6268



MEMORANDUM

TO: City Council

FROM: Kim Burner, GRIT Manager

DATE: March 9, 2021

SUBJECT: Rural Jump Start Zone Resolution

The Rural Jump-Start Program helps economically distressed communities attract new businesses and jobs. For Rifle to participate in this program a formal resolution needs to be passed by City Council stating such.

When a community is a designated rural jump-start zone, new businesses can receive incentive payments and tax relief including credits, exemptions, and refunds from:

- state income tax
- state sales and use tax
- county and municipal personal property taxes

Employees of new businesses receive a tax credit for 100% of state income taxes on their wages for work in the rural jump-start zone.

Tax credits will be for a term no longer than 8 years.

The Rural Jump-Start Program began in January 2016. Originally Garfield County was determined ineligible for the program because Glenwood Springs and the Roaring Fork Valley skewed the county wide numbers. After many years of work AGNC was able to get an exemption allowing for partial areas in a county to receive a designation; as is our case. The Colorado River Valley (New Castle to Parachute) is now eligible.

The Rural Jump-Start Zone Act Modifications (HB20-1003) extended the program an additional 5 years. It also **changed the existing competition clause to specify that a new business applying for rural jump-start program benefits cannot compete with an existing business** in the rural jump-start zone in which the business will be located or in any distressed county that is contiguous to the rural jump-start zone.

If a county participates in the program, municipalities in the county are not automatically enrolled. A county or Designated Institute of Higher Education cannot force a municipality to participate in the Rural Jump-Start Program.

To be eligible for the Rural Jump-Start Program, a municipality needs to:

- be in a county that the Colorado Economic Development Commission designated as economically distressed (the municipality itself does not need the designation)

DEPARTMENT OF PLANNING & DEVELOPMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490 Fax: 970-625-6268



- be in a county that passed a rural jump-start tax relief resolution that the Colorado Economic Development Commission has approved
- work with a Designated Institute of Higher Education, which leads the application
- pass a resolution to participate in the program

Becoming a designated Rural Jump-Start zone gives incentives for companies to move to Rifle while protecting existing businesses. It is a way to diversify the economic drivers in the area by providing time limited benefits to new industries to consider the Colorado River Valley.

**CITY OF RIFLE, COLORADO
RESOLUTION NO. 2
SERIES OF 2021**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIFLE,
COLORADO AUTHORIZING PARTICIPATION IN THE RURAL JUMP-START
PROGRAM ON MARCH 17, 2021.

WHEREAS, the City of Rifle recognizes the benefits of increasing economic development in the City; and

WHEREAS, the State of Colorado has recently enacted the Rural Jump-Start Zone program (CRS §39-30.5-106) for the express purpose of encouraging economic development in the rural areas of Colorado; and

WHEREAS, the City of Rifle has determined that it is in the best interests of the City to participate in the Rural Jump-Start program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIFLE THAT: the City of Rifle is authorized to participate in the Rural Jump-Start program; and

BE IT FURTHER RESOLVED, in the course of this participation, the City of Rifle does hereby agree to provide incentive payments, exemptions, or refunds, as appropriate, for 100% of the municipal business personal property tax imposed on all new businesses that are approved by the Colorado Economic Development Commission to participate in the Rural Jump-Start program, for as long as the Colorado Economic Development Commission designates these new businesses as approved for the Rural Jump-Start program, understanding that such tax relief is limited by statute to eight years for each new business.

THIS RESOLUTION was read, passed, and adopted by the Rifle City Council at a regular meeting held this 17th day of March 2021.

CITY OF RIFLE, COLORADO

By

Mayor

ATTEST:

City Clerk



Agenda Item #6.c.

Agenda Item Name:

Consider Updates to the Development Impact Fee System

Presenter:

Nathan Lindquist, Planning Director

Item Description:

Consider updates to the Development Impact Fee System

Recommended Action:

To be determined by Council. If the desire is to let the fee waiver program expire, then no action would be needed. Staff would only need direction to continue with updating the fee system.

Fiscal Impact:

TBD

Operational Impact:

none

Prior Board Motions:

In December 2020 Council extended the Fee Waiver Program until April 1, 2021.

Background Information:

City Council requested that staff review development impact fees and make recommendations for updates to the system. The attached memo discusses staff's recommendations and requests Council's feedback.

Executive Summary:

The following recommendations for an updated fee system are based on a balance of the following objectives:

- Incentivizing infill development
- Ensuring development contributes towards the impacts of growth on infrastructure
- Maintaining competitiveness in the regional development market
- Ensuring feasibility of housing construction is not unduly hampered

These objectives must be balanced against each other in Council's decision.

The overall Staff recommendation would leave impact fees constant with the current fees (not including the fee waiver program) in most areas of the City. It would then apply a reduction for Infill Areas.

Notification Requirements:

none

Prepared By:

Nathan Lindquist, Planning Director

Attachments:

1. Finalnew development fee system MEMO
2. Memo_Street Impact Fees



MEMORANDUM

To: Honorable Mayor and City Council
From: Nathan Lindquist, Planning Director/Assistant City Manager
Date: March 8, 2021
Subject: Updates to the Development Impact Fee System

1. PURPOSE

City Council requested that staff review development impact fees and make recommendations for updates to the system. This memo discusses staff's recommendations and requests Council's feedback.

The goal was to have this in place for the expiration of the fee waiver program on April 1, 2021. Given the need for two readings of an ordinance as well as planning staff change-over, even if Council is ready to move forward with a consensus on the new system there will be some gap between the fee waiver program expiration and the implementation of the new fee system. At your March 17th meeting Council may either decide to let the fee waiver program expire on April 1st, or to extend it until the new system can be put in place. Developers report that the fee waivers are critical to continued homebuilding but it is of course difficult to assess the real-world impacts of its expiration.

2. EXECUTIVE SUMMARY

The following recommendations for an updated fee system are based on a balance of the following objectives:

- Incentivizing infill development
- Ensuring development contributes towards the impacts of growth on infrastructure
- Maintaining competitiveness in the regional development market
- Ensuring feasibility of housing construction is not unduly hampered

These objectives must be balanced against each other in Council's decision.

The overall Staff recommendation would leave impact fees constant with the current fees (not including the fee waiver program) in most areas of the City. It would then apply a reduction for Infill Areas.

If Council wishes to adjust the Infill Area boundary, or raise or lower fees outside of that boundary, these could be considered and there would likely be justification for doing so. Staff has provided the following recommendations as a starting point for discussion.

3. FEE COMPARISON WITH NEIGHBORING MUNICIPALITIES

The table below compares the City of Rifle's development fees with neighboring municipalities. Be aware that individual subdivisions often have unique fee schedules that differ from these numbers.

Development Fees for a Single-Family Home in Rifle and Neighboring Municipalities								
	TOTAL	Water	Sewer	Schools	Parks	EMS	Streets	Irrigation
Basalt	\$ 28,929.28	\$ 5,217.00	\$ 5,500.00	\$ 5,042.00	\$ 12,200.28	\$ 970.00	\$ -	\$ -
Rifle	\$ 23,504.14	\$ 6,030.43	\$ 6,701.48	\$ -	\$ 3,677.87	\$ -	\$ 7,094.36	\$ -
Glenwood Springs	\$ 20,649.96	\$ 6,964.91	\$ 4,178.95	\$ 2,471.30	\$ 5,744.80	\$ 1,290.00	\$ -	\$ -
Silt	\$ 16,569.38	\$ 5,835.98	\$ 5,835.98	\$ -	\$ 895.44	\$ -	\$ 500.00	\$ 3,501.98
New Castle	\$ 14,095.36	\$ 6,000.00	\$ 6,000.00	\$ -	\$ 500.00	\$ -	\$ 1,595.36	\$ -
Carbondale	\$ 12,288.00	\$ 6,060.00	\$ 4,420.00	\$ 378.00	\$ 700.00	\$ 730.00	\$ -	\$ -
AVERAGE	\$ 19,339.35	\$ 6,018.05	\$ 5,439.40	\$ 1,315.22	\$ 3,953.07	\$ 498.33	\$ 1,531.62	\$ 583.66

Rifle's Water and Sewer System Improvement Fees (commonly called "Tap Fees") are near the regional average. However the parks and street fees are high, making Rifle's total development fees higher than the regional average.

Staff's opinion is that no City is fully putting the impacts on growth on new development. They are instead relying on sales taxes or other fees and rates. Rifle is currently putting more of the burden on new development than most. This is a policy question that needs to be decided based on Council's philosophy towards growth and paying for infrastructure.

Robert Burns has developed a mission statement for the Water Department that could apply well to this discussion: "Promoting Positive Growth Through Responsible Infrastructure/Resource Management". Of course the question is how to put this principle into practice.

4. INFILL AREA

In considering an update to the development fee system, Council directed Staff to prioritize incentivizing development in "Infill Areas" of Rifle. The Comprehensive Plan identifies a recommended "Infill Area" on the following map. This area contains "the valley" between Prefontaine Mesa and Graham Mesa, and between the Colorado River and Highway 13. This is the historic core of Rifle where the infrastructure is in place including streets, parks, and utilities.

Overall, development in Infill Areas utilize the City’s “core infrastructure” without requiring the same level of additional neighborhood-specific infrastructure or capacity increases that development outside of the Infill Area requires. This general principle can be applied to each impact fee through the analysis below. Following this principle of incentivizing infill development helps City move towards our goal of *generating more revenue on less infrastructure*, thus decreasing the overall tax burden on the citizens over time.

5. ANNUAL FEE ESCALATOR

Another issue that will need to be decided is whether an annual automatic escalator should be applied to the fees. In the past the escalator was 5% for most fees. This escalator either expired (for tap fees) or has been halted by Council (street impact fees). Staff would recommend a 2% or 3% escalator moving forward. This keeps the fees increasing with inflation but not at a rate that creates an undue burden on home-building.

6. OFF-SITE STREET IMPACT FEE

Existing Fees:

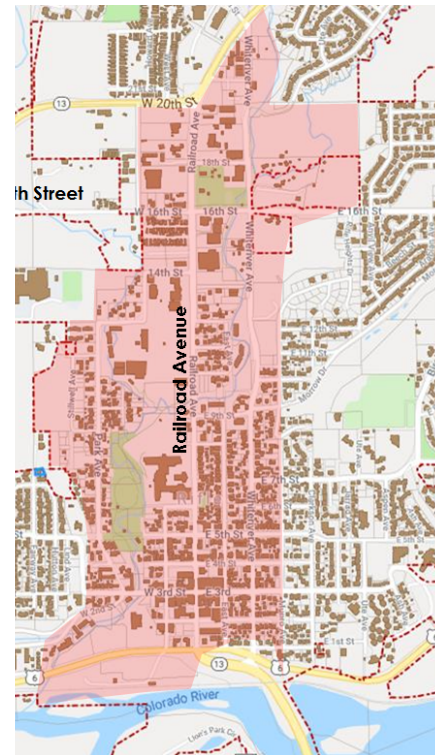
\$7,094 per SF unit

\$4,354.82 per MF unit

City Engineer Craig Spaulding analyzed the City’s Street Capital and Maintenance Plan and the Street Impact Fee in the attached memo. In summary, the analysis identifies one category of “Core Citywide Infrastructure” needs such as the Gateway roundabouts and pedestrian/ADA improvements. It identifies another category of projects that serve specific neighborhoods rather than city-wide transportation needs. The first category relates to the needs of development in the Infill Areas, while development in other areas of the City create impacts that affect both categories of street improvements (“core” as well as “neighborhood”).

The costs of “Core Infrastructure + neighborhood-specific improvements” combined on a per-housing unit basis would be \$8,456 per single family unit. Given that this is close to but slightly higher than the City’s current fee (\$7,094), Staff would recommend we keep the base Off-Site Street Impact Fee consistent at its current amount so as not to unduly burden the cost of home-building.

In order to more accurately account for the lower impacts of development in Infill Areas, Staff recommends using the costs of “Core Infrastructure” on a per-housing unit basis. This calculates



to an amount of \$3,859.21 per single family unit and \$2,377.73 per multi-family unit. It would be logical to use this amount as the Off-Site Street Impact Fees for the Infill Area.

7. PARKLAND DEDICATION FEE

The Parkland Dedication Fee was adopted by Council in the early 2000s. It is currently set at:

\$2347.00 per MF unit

\$3450.74 per single family

The same logic can applied to Parks as discussed above in Streets. Development in the Infill Areas tends to utilize the City's major park facilities as their neighborhood parks. Development other areas utilizes these parks as well as separate neighborhood parks.

Therefore, Staff's recommendation would be to leave the Parkland Dedication fee consistent for non-infill areas and to eliminate the Parkland Dedication Fee for Infill Areas.

8. WATER AND WASTEWATER SYSTEM IMPROVEMENT ("TAP") FEES

Current fees:

Wastewater = \$6,382.37 per EQR (single-family home)

Water = \$5743.27 per EQR (single-family home)

The detailed written analysis of the Utility Master Plan was not available at this time. However, the input from the consultants is that an increase to wastewater and water tap fees is not necessary. The overall analysis shows that the wastewater system will need more funding than the water system. Council may want to consider shifting amounts from the Water fee to the Wastewater fee while keeping the overall amount consistent. However, staff does not yet have an analysis that would allow us to make an informed recommendation as to the specific amounts.

An additional recommendation from Staff is to amend the EQR Table for small patio-homes. Small homes (1,000 sq ft or less) on small lots (6,000 square feet or less) are becoming increasingly popular as a workforce housing solution. However, the current code assesses all single-family homes at a rate of 1 EQR, while townhomes or apartments have lower EQRs between 0.6 and 1.0 based on lower water usage, due to both fewer inhabitants and a smaller landscape area. Staff reviewed the water usage records from thirty (30) smaller homes in Rifle, mostly in the older section of town. The average home in the study was 945 square feet on a 6,250 square foot lot. After determining the average water usage of these homes, Staff found that its water usage is equivalent to 0.6 EQRs. Thus Staff recommends a new category be added to the EQR table for this housing type to make it equivalent with multi-family dwellings.

public works



To: Brian Prunty
CC: Nathan Lindquist
From: Craig Spaulding
Date: January 29, 2020
Re: Impact Fee Discussion

As discussed in the 2019 Rifle Comprehensive Plan it is the desire to have fee structures and incentives that encourage the types of development needed in desirable locations. The following discusses street impact fees.

Capital improvements to streets that are triggered by development include but are not limited to new roundabouts, signalized intersections, added connections, highway access changes, asphalt intersections needing to be concrete, chip seal roads becoming asphalt roads, 3" thick roads becoming 5" thick, sidewalk connections, etc.

Known capital improvements are:

- Ramsey Gulch Flood Diversion
- Rifle Gateway
- Third Street Bridge
- Railroad Avenue Bridge
- Tripp Reconstruction
- Morrow Reconstruction
- W 5th Street PIH
- Ute and 5th
- West Avenue 3rd to 6th
- Whiteriver Roundabout
- North I-70 Roundabout
- 16th St Railroad Intersection
- 9th Street and Whiteriver Intersection
- ADA Transition Implementation
- ParknRide
- Park Avenue Extension
- Downtown Storm water master plan implementation
- Highway 13 Sidewalk
- 30th Street Light/Overpass
- Coalmine and Willow Ranch Connection
- Fairway Avenue Extension
- Grand Tunnel Ditch Mitigation
- Last Chance Extension to S. 10th
- Airport Road Sidewalk
- West Second Street Sidewalk
- Taugenbaugh Extension
- Rockwell Ave (Connection of Deerfield to Graham Mesa)
- Acacia Avenue Extension
- 9th Street Connection at Bypass
- Stillwell Construction
- Graham Mesa Avenue
- 16th Street Pavement
- Farmstead Parkway Pavement

public works



Many of the above are attributed to specific areas and do not necessarily pertain to a base fee that all development contributes to. Two capital improvements that have been heavily studied and will one day be needed for traffic flow and safety are the roundabouts at Whitriver and Highway 6 and the I 70 North Interchange. The roundabouts have a combined cost estimate of \$10,000,000.00. Additional development continually moves the City of Rifle closure to the requirement of these improvements. One goal of street impact fees should be to ensure that Rifle does not continue growth without taking these costs into account.

A 2009 traffic study predicted that these improvements would need to be implemented by 2016 when ADTs at the River bridge reached 25,000. At the time of the study ADTs were at 19,950. Ten years later, the ADT's are have reduced to 19,000.

The additional 6000 ADTs that may trigger these improvements is equivalent to 627 homes using 9.57 ADTs generated per residential unit. Within Tier 1 areas, an estimated 1,000 - 1,500 units can be developed on properties that have already been planned for development so this growth is not too far out to think about.

If the 627 homes were to pay for the roundabouts at the entry to town impact fees would be \$15,948 per residential unit. This is not a fair calculation as there are currently 4,751 units using EQR data. The 627 homes would equate to only 13% of the ADT's or an impact of \$2,073.24. \$2,073.24 should be the minimum impact fee.

Important capital improvements that are needed now that the above fee does not get are pedestrian connectivity and ADA transition implementation. An example of pedestrian connectivity is Willow Ranch which is in an area continually requesting a sidewalk connection to 24th Street. In this location impact fees were waived which means the sidewalk would be funded out of the Street Improvement Fund. The street improvement fund is used for maintenance and rehabilitation of streets, bridges, sidewalks, traffic signals, and storm water. Inflicting additional capital costs on the Street Improvement Fund takes away from the maintenance budget and increases the amount of infrastructure that needs to be maintained.

If the same logic above was applied to the roundabouts and pedestrian connectivity both of which are needed in the near future. To address all of the ADA needs and add pedestrian connectivity at Airport Road, West Second Street, North Rifle is likely to be near \$1.1M. Divided by 522 this would be an additional \$1,754.38 plus the \$2,073.24 for the Roundabouts and the

impact fee would be \$3,859.21 which provides a cost share of traffic improvements and the ability to have a system of interconnected pedestrian paths in the near future.

If all of the development triggered capital projects were used and the full infill development number of 2500 units was used to implement them the cost would be \$21,140,000.00 and the impact fee would be \$8,456.00 per residential unit. Development triggered projects include: W 5th Street PIII, Whiteriver Roundabout, North I-70 Roundabout, 16th St and Railroad Intersection, 9th Street and Whiteriver Intersection, ADA Transition Implementation, ParknRide Construction, Downtown Stormwater master plan Construction, Highway 13 Sidewalk, 30th Street Light/Overpass, Coalmine and Willow Ranch Connection, Last Chance Extension, Airport Road Sidewalk, West Second Street Sidewalk, 9th Street Connection at Bypass, Graham Mesa Avenue, 16th Street Pavement, Farmstead Parkway Pavement.

From the above, street impact fees should be no less than \$2,073.24 no more than \$8,456.00 and if they shared cost for the most emanate improvements to traffic and pedestrian access they would be \$3,859.21.

The current needs for streets, sidewalks, traffic signals, bridges, and storm sewer is maintenance and rehabilitation which is funded through sales tax revenue not impact fees. The goal should be to promote in fill and better land use which in theory would increase revenues without increasing infrastructure.

1. If impact fees are waived or too low than maintenance dollars begin to pay for capital improvements which is not good for the overall street system.
2. If impact fees are too high there are little to no impact fees due to reduced construction and there are the same issues with low impact fees but there is also no growth. This results in no impact fees and no increase in revenues.
3. The goal should be to acquire an impact fee that lets growth pay its way but error on the low side as it is the most likely to result in a balance between impact fees and revenues.



Agenda Item #7.a.

Agenda Item Name:

Report to City Manager

Presenter:

Scott Hahn, 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

03/12/2021

Notification Requirements:

None

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. Report to City Manager 03.12.2021

WORK REPORT TO CITY MANAGER

03.12.2021

POLICE

- Robin is working with Tom on obtaining a grant to place officers in Rifle Mountain Park. Officers will focus on interaction, education, and when necessary, enforcement. If we obtain the grant, appropriate swag will be purchased with those funds.
- Planning is underway for the bike rodeo which will be held in May. We will consult with Public Health along the way.
- We plan to hold a welcome to Rifle event for Chuck at the end of March or the first week of April.

PIO

- Attended Garfield County Health/Municipality PIO weekly meetings.
- Assisted with the City Manager update videos with Scott at Sustainable Hydroponics and Organic Garden Supply located at 1424 Enterprise Court.
- Kept social media outlets updated with the latest status decisions and updates from the state and county.
- Attended Garfield County Public Information Officer Group Meeting where the new Post Independent/Citizen Telegram reporter, Ray Erku, was the guest speaker. It was a great opportunity for both sides to coordinate the dissemination of information to facilitate better communications with the public.
- Press release on construction updates.
- Attended GRIT meeting.

COURT

- Handled 42 adult cases and 8 juvenile cases on March 3rd court day.
- Attended BATT (Battlement to the Bells Anti-trafficking task force) meeting. They had a very enlightening presentation from Truckers Against Trafficking who are really doing some amazing work.
- Held our first jury trial on March 2nd. This was the first one we did utilizing our COVID protocols. The jury panel was split into two groups; one was in the courtroom and the second was in the police department training room. Brenda, from IT, set up two OWL video cameras, one in each room which allowed both rooms to see and hear one another. After working out a minor problem with the volume of audio, it all worked out quite well.
- Our second jury trial is scheduled for March 10th.

UTILITIES

Water treatment

- Removing raw water pump #2 for repairs
- Preparing for higher demand season
- Reviewing drought management plan

Collection and Distribution

- Training new staff
- Working on cross training with treatment staff

Wastewater Treatment

- Renewing storm water exempt permit
- New dewatering press equipment will likely be delivered in September

PUBLIC WORKS

The following are engineering projects currently in progress, to include inspection and administration, design, and/or planning:

- Additional Airport Water Tank: finalizing design phase
- Utility Rate Study: to make another presentation to City Council during the workshop on March 17.
- I-70 Exit 90 Beautification: design recommendations amendments: 90% complete.
- Downtown Rehabilitation: consideration of award to be made at March 3rd City Council meeting.
- Assessment of roadway condition and prioritizing road work by O&M and Staff Civil Engineer

The following are projects currently under construction:

- Centennial Parkway Bridge Rehabilitation: repairing bridge girders and replacing old cross-members. Preparing to place deck plating.

The following are completed projects, or are being closed out:

- Scalzo Ranch Subdivision, Close out: waiting for return of Reception No. for the plat.
- RRV Improvements associated with Culver's Restaurant – still outstanding.
- HC Ramp repair near the municipal pool

Fleet

- Unresolved problem with Vacuum truck which causes it to shut down during operations.
- Continued development of Fleet Administration and Management.
- Major rear suspension repair for Unit 585 (snowplow truck) – completed
- Procurement of a light snowplow truck
- Oversaw the troubleshooting and repair electronic glitches with PD patrol cars.

Two weeks look ahead

- Installation of reinforcement bar and casting the bridge deck
- Completion of the lining of the liner repair for W. 3rd St. Storm Water Culvert.

- Presentation of design modifications with costs for Ayers Asso. design for the I-70 Exit 90 Beautification project; securing funding for the project; CDOT review of the plan
- Completion of contract; pre-construction meeting, and start of work on the Railroad Ave. & 3rd Street/Downtown Rehabilitation Project
- Completing financial component of the Utility Rate Study project with JVA/Raftelis
- Capital Improvement Project Review for 2022 Construction Season

FINANCE

- Finance dept is ready for construction of pay window beginning next week. Since public will be blocked from any direct contact with Finance staff, signage will be updated with all phone numbers. If work goes according to schedule, we can be open first week of April, maybe before.
- Sales taxes collected by the City in February for sales in January show an increase over 2020 numbers of over 5%. Thanks to our citizens for continuing to shop local.