



# CITY COUNCIL

## SPECIAL MEETING AGENDA

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August 9, 2021

5:00 PM

202 Railroad Avenue, Rifle, CO

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. Citizen Comments - for items not listed as public hearings on the agenda
4. **Presentation**
  - 4.a. Receive Update from KSK on Rifle Downtown Project Schedule
5. **Regular Agenda**
  - 5.a. Consider Grants for Downtown Businesses
6. **Adjournment**





**Agenda Item #3.a.**

**Agenda Item Name:**

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.

**Recommended Action:**

Citizen Comments - for items not listed as public hearings on the agenda.  
Please limit comments to 3 minutes.

**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:**

Receive Update from KSK on Rifle Downtown Project Schedule

**Presenter:**

**Item Description:**

Receive Update from KSK on Rifle Downtown Project Schedule

**Recommended Action:**

**Fiscal Impact:**

**Operational Impact:**

**Prior Board Motions:**

**Background Information:**

**Executive Summary:**

**Notification Requirements:**

**Prepared By:**

Misty Williams, Administrative Assistant

**Attachments:**

None



**Agenda Item #5.a.**

**Agenda Item Name:**

Consider Grants for Downtown Businesses

**Presenter:**

Tommy Klein, Chief of Police

**Item Description:**

Third round of grants for selected downtown businesses.

**Recommended Action:**

Move to approve funding for grants in the amount of up to \$2000.00 for qualified businesses in the defined area with a total expenditure of \$70,000.00 to be funded by the General Fund.

**Fiscal Impact:**

Yes. The project will cost \$70,000.00 and will be drawn from the General Fund.

**Operational Impact:**

None beyond staff time needed to fund, advertise and support the program.

**Prior Board Motions:**

None

**Background Information:**

Please see the attached memo.

**Executive Summary:**

Please see the attached memo and explanation of the program.

**Notification Requirements:**

None

**Prepared By:**

Tommy Klein, Chief of Police

**Attachments:**

1. Downtown Grants
2. Downtown Revitalization business relief program outline (003)



*Chief Tommy Klein*  
*Police Department*  
(970) 665-6500 (970) 665-6522 Fax



*"We endeavor to promote the peace, safety, and well-being of our community through interaction, education, and enforcement of the law."*

## MEMORANDUM

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**TO:** HONORABLE MAYOR AND COUNCIL  
**FROM:** CHIEF TOMMY KLEIN  
**DATE:** AUGUST 6, 2021  
**RE:** DOWNTOWN BUSINESS GRANTS

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Street construction continues to negatively affect our downtown businesses. Council has provided direction to provide an additional round of grants to the affected businesses. Staff suggests grants in the amount of up to \$2,000.00 per eligible business to assist with operational costs. If approved, the grants will be administered via the Rifle Regional Economic Development Corporation in the same manner as the first round of grants.

In the first round of grants, city staff requested \$75,000.00 to distribute as needed to the qualified businesses. At that time, a total of 32 eligible businesses were identified: 17 retail, 8 food service and 7 personal care businesses. We are requesting funding in the amount of \$70,000 which will cover the costs associated with the grant and allow for a \$6,000.00 contingency. Funding that is not utilized will be returned to the general fund.

A summary of the proposed program is included in your packet.

Thank you for your consideration.



# 2021 Downtown Redevelopment Business Relief Grants

## Third Round

The 2021 Downtown Redevelopment project has created significant challenges for the small business community in downtown Rifle. With Council approval, the City of Rifle, in partnership with the Rifle Regional Economic Development Corp, and Downtown Development Authority, will fund the Downtown Redevelopment Relief Fund again. This will be the third round of funding which will be administered through the RREDC. Retail, restaurant, salon, tattoo, and massage businesses on Railroad from 2<sup>nd</sup> Street to 5<sup>th</sup> Street and on 3<sup>rd</sup> Street between West Avenue and East Avenue will be eligible to apply.

At the direction of Council, the city and the RREDC will offer an additional round of grants. Apart from dates, the criteria for grant applications remains the same. The criteria include:

- Applicant must have been negatively impacted by the Downtown Redevelopment construction project, i.e., a reduction in sales.
- Applicant must have been open as of March 1, 2021, with a physical, store-front address within the confines of the project. The project confines are Railroad Avenue between 2<sup>nd</sup> Street and 5<sup>th</sup> Street and 3<sup>rd</sup> Street between West Avenue and East Avenue.
- Applicant applying for the funding must be a small business with less than 50 employees and have local ownership.
- Applicant must be in good standing with the City of Rifle and the Colorado Secretary of State. All sales taxes must be current.
- Applicant must provide a line-item budget of the operating expenses for which the grant will be used.

Grantees are encouraged to work with the RREDC and the Northwest SBDC on their business plan and model. These services are free of charge.

### **Maximum grant size**

The maximum loan amount will be up to \$2,000 per qualified business based on documented need. As part of the application process, the applicant must upload documentation of operating expenses from June, July and August of 2021 to support the requested grant amount.

### **Timeline of Program**

The program will begin within 5 business days of City Council approval and funds allocation. The application period will be open for 3 weeks from the date of approval. Applications will be processed upon receipt

### **Process:**

The City of Rifle will post applications on Rifleco.com. Once the application is submitted, staff will verify good standing with the city. Once verified, Tyler Kelly of the RREDC will notify the applicant of approval and a check will be issued for the approved amount - up to \$2,000 per business.

**Notification**

Kim Burner will create a flyer with instructions on how to apply for the grant in English and Spanish. The flyer will be distributed in person to all qualifying businesses.

**Estimated Program Cost**

This third round of grants will cost up to \$70,000 which will cover the costs associated with the grant and allow for a \$6,000.00 contingency. A total of 32 businesses may qualify for this program. Funding that is not utilized will be returned to the general fund.