



CITY COUNCIL

WORKSHOP AND REGULAR MEETING AGENDA

August 18, 2021
7:00 PM
202 Railroad Avenue, Rifle, CO

6:00 PM - Workshop Meeting

Discussion and Review

- a. Discuss Compensation Options for Employees
- b. Discuss ARPA Funding

7:00 PM - Regular Meeting

- 1. **Call to Order & Roll Call**
- 2. **Pledge of Allegiance**
- 3. **Promotion Presentation**
 - 3.a. Promotion of Nick Flatten to Sergeant
- 4. **Public Comment** *(maximum time permitted for Public Comment is 3 minutes per person)
- 5. **Consent Agenda**
 - 5.a. Consider Liquor License Renewal for Loyal Order of Moose Lodge #1345 dba Loyal Order of Moose Lodge #1345
 - 5.b. Consider Liquor License Renewal for Dillon Companies LLC, dba City Market #43
 - 5.c. Consider Liquor License Renewal for Walmart Inc., dba Walmart #5232
 - 5.d. Change of Manager for Walmart, Inc dba Walmart #5232
 - 5.e. Consider Intergovernmental Agreement with Garfield County Clerk & Recorder for Election Services

- 5.f. Consider Addition of New Rule for Additional Vehicles at Campsites for Rifle Mountain Park
- 5.g. Consider Amending Development Impact Fees - Ordinance No. 7, Series of 2021 - 2nd Reading
- 5.h. Consider Minutes of the July 21, 2021, Regular Meeting
- 5.i. Consider Minutes of the August 4, 2021, Regular Meeting
- 5.j. Consider Minutes of the August 9, 2021, Special Meeting
- 5.k. Consider Supporting Mini Grant Application To The Garfield County Federal Mineral Lease District For Trail Maintenance of the South Rifle Trail – Resolution No. 8, Series of 2021

6. Action, if any, on Workshop Items

7. Presentation

- 7.a. Presentation of Second Quarter Financial Results
- 7.b. Rifle Downtown Project Update

8. Public Hearing

- 8.a. Consider Amending 2021 Budget & Supplemental Appropriation
 - 8.a.i. Resolution No. 7, Series of 2021 - Consider Amending the Budget for Year Ending December 31, 2021
 - 8.a.ii. Ordinance No. 8, Series of 2021 - Consider Adopting Supplemental Appropriations for the Budget Year Ending December 31, 2021

9. Regular Agenda

10. Administrative Reports

- 10.a. Report to City Manager

11. Comments from Mayor and Council

12. Adjournment



Agenda Item #a.

Agenda Item Name:

Discuss Compensation Options for Employees

Presenter:

Danielle Hogan, HR Manager
Tommy Klein, Chief of Police

Item Description:

Staff will propose ideas for adjustments to salaries for 2021. Ideas for future pay and raise structures will be discussed focusing on concepts and goals.

Recommended Action:

None

Fiscal Impact:

We will see a financial impact if adjustments to salaries in 2021 are approved. Financial impacts of each proposal will be discussed in the meeting.

Operational Impact:

Prior Board Motions:

None

Background Information:

Council provided direction to staff to gather information on potential adjustments to salaries for city employees in 2021. Council also asked staff to consider adjusting the pay structure in the future to account for performance.

Executive Summary:

Employee salaries were adjusted in 2020 after a compensation study. Council has suggested a city-wide salary adjustment to reward staff to ensure they understand they are our most valuable asset. Staff will present options to compensate employees for Council input.

Our current pay structure contains 9 steps with 5 steps to reach a midpoint (market guide). Once reaching step 5, subsequent steps (increases) are awarded based on years of service and not necessarily exceptional performance. Under the current plan, disciplinary action impacts the eligibility for tenure and regular steps. Staff will present ideas that tie compensation to performance.

Notification Requirements:

None

Prepared By:

Tommy Klein, Chief of Police

Attachments:

1. Talking Points Memo Nov 21 and 22 Meetings 2019
2. Memo for Department Heads 11.7.19
3. Market Adjustment Increase Memo 8.18.2021
4. 457 Contribution Increase Proposal 8.18.2021
5. Memo Bonus vs. Housing Stipend 8.18.2021 TK
6. Workshop 08-18-2021



To: City of Rifle Department Heads

From: Scott A. Hahn, City Manager

Date: Wednesday, November 20, 2019

Subject: Discussion Points for Department Head Salary Survey Meetings November 21 & 22

How We Got Here:

The purpose of the 2019 Wage Study was to evaluate Rifle's wages against market wages and ensure employees are in their positions' market range.

Positions were compared with similar positions in similar organizations of geographical relevance and influence in our area.

Positions were evaluated based upon job description duties, not job titles.

Proposed position classifications were based on the core responsibilities of the job.

Job blending in the support and operations positions was used sparingly to correctly establish proposed wages based on different responsibilities for different job functions. However, job blending was not used at the Department Head level. A Department Head's primary responsibility of managing a department and employees was used in wage evaluation; regardless of the need, in small organizations, for managers to perform all levels of work.

Where We are Going:

The City of Rifle's wages were not far off from market in many cases. Some positions were classified lower than market pay and some classifications were very close to market.

In summary, the recommendation to implement Rifle's 2020 Pay Plan in January, is to:

- ✓ Create a Range Structure with 19 grade levels. Placing each position within each grade level according to market,
- ✓ Create 5 steps of progression from Entry Level to Market Guide, (Please note: the ranges have not changed in the distance between minimum and market guide/midpoint, the 5-step guideline provides more \$'s for consideration in granting increases based on satisfactory performance)
- ✓ Provide a minimum 5% increase and more if necessary, to get a position wage to minimum market range.
- ✓ No adjustments that decreased and employee's pay were made.
- ✓ After an employee reaches the Market Guide of a position, long tenure steps will be possible every 5 years beginning at the 10th year of tenure in that position.

The Detail:

The 2020 Range Structure will consist of 19 Grade levels. This expands Rifle's current structure; alleviates compression between levels and introduces consistency within the range structure to recognize comparison market job level distinctions. The expanded structure also allows for continuity, as employees move through each grade's range - via steps; and increase in grade level, as they advance their career through promotion to other positions in the City.

There are 5 pay advancement steps that guide an employee's pay progression from Entry Level (minimum) to Market Guide (mid-point). Why 5 Steps? Extensive studies have been conducted that have determined that employees generally gain most of their on-the-job skills in their first years of employment, thus the 5 steps reflect this. The steps are defined wage amounts within each grade.

During the process of updating to another pay plan, we found: some employees' pay was exactly at a step, some employees' pay was higher than the market guide/midpoint of the updated range and some landed in between steps (due to the 5% minimum increase, from their existing wage in the existing wage structure). So that all employees could receive a 5% minimum increase, this placement in-between steps is recommended benefitting the employee now rather than waiting until consideration for a step increase. Effectively, the employee gets the benefit of wage adjustment right away in 2020 rather than the following year. For these mid-step employees, consideration for a step increase for 2021 will move them from this mid-step placement, to the next defined step; it may not be an entire full step. This will allow complete and clean assimilation into the new wage structure's step progression plan.

Step increases will be considered based on annual evaluations of satisfactory performance review and then approval by the City Manager starting by the end of 2020 and annually into the future. Step increases may be awarded annually in January, following the evaluation.

Increases above market guide for a position will be considered based upon performance at tenure points of 10, 15, 20, 25, 30 years within that position, not purely total years of employment with the City of Rifle. As well, extraordinary reasons for an increase above market guide could be approved by the City Manager.

Additional high performance recognition will be by petition to the City Manager and likely reimbursed by bonus for that years' recognized performance.

In the future, the City will monitor cost-of-living and inflationary trends. The City will consider costs-of-living adjustments taking into consideration economic feasibility and budgetary allowance. We anticipate future pay studies will be necessary to maintain a pay structure that is competitive and rewarding.



To: City of Rifle Department Heads
From: Danielle Hogan, HR Manager
Date: Friday, November 08, 2019
Subject: Salary Survey Summary

Analysis:

1: All employees' wages were evaluated to ensure that their 2020 proposed wage is at least equal to the minimum of the 2020 proposed grade level in which their position is classified. Employees' whose 2019 pay fell below this mark were brought to the minimum wage of the grade level proposed for 2020

2: For employees who have been in their position greater than 6 months: it is proposed that those positions receive a 5% increase for 2020 (5% may be a combination of dollar amount to move to minimum and then additional dollars to total a 5% increase). This 5% increase allows wages to be in line with market changes from 2016 to now (5% includes COLA and the average of surveyed entities 2020 market adjustments)

3: If an employee's job required a reclassification to another grade level and the increase to the minimum of that grade level was greater than 5%, the 2020 pay change may be greater than 5% for those employees.

Points:

- Current Grade level structure is a total of 12 levels (100-1200) and it is constructed irregularly with some ranges 20% apart and other less than 10% apart which has created compression and classification difficulty during the past few years. This also does not chart advancement progression of current employees.

- The proposed 2020 Grade levels expands this structure to alleviate this compression and classification difficulty. It introduces consistency within the structure recognizing comparison market job level distinctions. The 2020 proposed classification structure with range/grade levels is comprised of 19 levels.

-Wage Range structure reflects 5 steps of progression between minimum/Entry Level and mid-point/Market Guide of each grade level's range. Initial increases associated with implementation of the salary survey are proposed to occur in January 2020. Implementation of step progression toward the grade level Market Guide, following an evaluation of the employee by their supervisor and approval of eligibility for the step, is proposed to begin in January 2021.

-In 2020 all employees who have been in their position a minimum of 6 months receive a 5% increase. In future years employees above the Market Guide will receive increases solely on merit or through a COLA should the City determine one is required. As well, it is possible those employees above Market Guide would be eligible for a tenure step increase at 10, 15, 20 years and so forth, to encourage and reward longevity.



To: Honorable Mayor and Rifle City Council

From: Danielle Hogan, HR Manager

Date: August 10, 2021

Subject: Market Adjustment Raise

The City of Rifle has not offered a cost of living (COLA) increase to wages in many years. Employees transitioning through the 5 steps of their established wage range toward market guide (step 5) have experienced pay adjustments since the 2019 market survey. Employees whose wages are at or above step 5 of their grade level's wage range have not received an increase since 2020. Wages lag behind the market when annual market adjustments are not implemented to account for inflation.

Recruiting new talent for vacant positions proves to be increasingly difficult and adjustments in pay to account for inflation would greatly assist in recruitment. Organizations are actively recruiting talented employees of other employers. Offering a market adjustment raise to current wages would help retain current staff by keeping their wages consistent with the market.

Being an employer of choice is a strategic initiative for the City of Rifle and wages factor into achieving this goal. As such, we are requesting Council to consider an adjustment to all wages and to the current grade level pay structure. We are submitting a 3% market adjustment option and a 5% market adjustment option for Council's consideration. Council may consider making the adjustment retroactive to January 1, 2021.

Implementing a retroactive 3% market adjustment increase for 2021 would adjust the current salaries and wages budget amount (including overtime, on-call, and retirement contributions) by an estimated \$201,024.09.

Implementing a retroactive 5% market adjustment increase for 2021 would adjust the current salaries and wages budget amount (including overtime, on-call, and retirement contributions) by an estimated \$335,040.14.

Thank you for your consideration and continued support of City of Rifle staff.



To: Honorable Mayor and Council

From: Danielle Hogan, HR Manager

Date: August 12, 2021

Subject: 457(b) City Retirement Contribution Adjustment

A strategic goal for our City is "Being an Employer of Choice", and compensation is a factor that moves us towards this goal. Employees currently have the option to participate in a 457 (b) plan and the City matches contributions up to 1% of their salary.

I have been conducting research over the past months reviewing what other public employers contribute to retirement relative to Rifle's contribution. The last time this was evaluated was in 2016. Findings revealed that Rifle's contribution rate of 5% to the 401(a) and 1% to the 457(b) is slightly below the average rate of contribution which is 5-8%.

The 457(b) plan is a voluntary participation retirement option available to all benefited employees. Employees, who participate in this retirement option, are generally those employees who find value in the retirement benefit the City offers and are planning for their future. Currently there are 40 employees participating in this retirement option.

An option to consider for adjusting compensation could include a change to the City contribution rate to the 457(b) plan up to 3%. The adjustment would bring Rifle's retirement contribution in line with other governmental employer contribution rates, assist with retaining City staff and provide a benefit to employees who find value in retirement plans.

Current total annual City contribution to the 457(b) plan at 1% is \$35,879.30. Adjusting the match to 3% would increase the budget by \$44,447.40 assuming current employee participation and contributions remain constant. If all employees were to increase their contribution to 3%, the total annual budget impact would be \$85,553.00.

If this is a direction you wish to pursue, it is the best use of staff time to implement the change now since we are moving to a new plan administrator.

Thank you for your consideration.



To: Mayor and Rifle City Council

From: Danielle Hogan, HR Manager

Date: August 12, 2021

Subject: Housing Stipend vs. Bonus

We are proposing various options to increase compensation for City employees. Two considerations are a housing stipend and a bonus program.

Option A:

Housing stipend-

- Eligibility: Full-time benefited employees.
- A \$250.00 per month incentive would increase the budget by \$294,000.00 annually - \$3000.00 per employee annually

Option B:

Discretionary bonuses-

- Eligibility: full-time and permanent part-time employees
- Will be determined annually based on revenues.

An advantage to a housing stipend is that it provides employees with a predictable benefit that is equitable. It also acknowledges that housing is a challenge for our employees given the real estate market in our area.

While offering an equitable appearance and addressing a challenge facing our employees, a housing stipend poses some concerns. It will become expected and it would decrease moral if it were necessary to eliminate the benefit due to economic challenges. The stipend would eventually be seen as regular pay in the long term and not viewed as an additional benefit. In our research it was apparent that a multifaceted approach to the issue was required since a one-size-fits-all approach is not effective. We contacted 7 organizations over the past few weeks. Three offered a housing stipend; one of these organizations offered only a housing stipend; two organizations provided a stipend as a component of an employee housing assistance program. Other organizations addressed housing challenges by offering employee housing.

Based on research, we propose another option that we feel is sustainable and will not be perceived as regular wages by employees. If revenues are determined to be positive or above projections, a portion of the revenues could be distributed as bonuses, a bonus will communicate to employees they are valued and will provide incentive to employees who are exceptional performers. A portion of the allocated amount would be distributed to each employee that did not incur disciplinary action during the year. Some funds would be used to reward employees who were exceptional performers. Performance would be determined by recommendation from the Department Heads to the City Manager with supporting documentation. The employee must not have received any discipline over the last year and must have received a more than satisfactory/greater than average overall

review score on their most recent performance review. The number of bonuses available for exceptional employees will be limited by the size of the Department and available funding. All employees will not receive the extra bonus.

Bonuses are generally well received by staff and are not generally viewed as part of regular wages. They can be adjusted to account for revenue fluctuations. Bonuses promote positive moral and lead to employees feeling their work is valued.

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Proposed Salary Adjustments

August 18, 2021

Ideas

- Across the board 3% to 5% adjustment
 - 3% \$201,024.09
 - 5% \$335,040.14
- 457 contribution increase
 - Max \$85,553.00
 - Current \$44,447.40
- Housing stipend
 - \$250.00/month
 - \$3000.00 per year
 - \$294,000.00
- Bonuses
 - Revenue dependent
 - Performance based

Ideas

- Language wage differential
 - Meaningful
 - Fluency test
 - Related to job function – contact with public
 - Benchmarking
- Recognition other than salary
 - Informal
 - Formal
 - Public

A large, abstract blue ink splatter graphic on the left side of the slide, with various shades of blue and white, creating a textured, artistic background for the title.

Compensation structure – Ideas for Future

- Bonuses
 - Revenue based
- Larger bonuses to reward exceptional employees
 - Department Heads
 - Documentation and CM Approval
 - **Training required for Department Heads – Performance Management**
 - Revenue based
- Regular COLAs
 - Adjust salary and wage structure
 - Keeps wages competitive
- Discretionary instant bonuses
 - Department Heads
 - CM Approval



Agenda Item #b.

Agenda Item Name:

Discuss ARPA Funding

Presenter:

Michelle Duran, Finance Director

Item Description:

Provide current info on American Rescue Plan Act funds

Recommended Action:

Fiscal Impact:

Operational Impact:

Prior Board Motions:

Background Information:

Executive Summary:

City of Rifle is eligible for \$2.4M in ARPA funds. It's a good idea to begin talking about the strategy for maximizing the benefits to the community of this Federal money and other grants that may soon become available. This will provide some overall information.

Notification Requirements:

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. Summary ARPA outline

CITY OF RIFLE –AMERICAN RESCUE PLAN ACT

- I. Background
 - a. Approved March 2021 to assist with recovery from COVID impacts
 - b. Awards to States, Counties, Cities, Tribes . Smaller cities are Nonentitlement Units –NEUs
 - c. No awards to special districts
 - d. Although funds are disbursed without application, Federal grant Uniform Guidance applies.
 - e. To see full 150 pp. of Interim Final Rule and background, go here:
<file:///S:/Finance/2020%20COVID%2019%20docs/Govt%20filings%20and%20docs/American%20Rescue%20Plan%20Guidance.pdf>
- II. General conditions
 - a. NEUs receive their funds in 2 tranches: (halves) one in 2021 and the other in 2022.
 - b. Initial report is due by October 31, 2021, then annually after that.
 - c. NEUs have until the end of 2024 to spend or commit the funds. If committed, must be spent by end of 2026.
 - d. Total award for City of Rifle is \$2.4M
- III. Four Primary uses of funds are allowed.
 - a. To respond to the public health emergency or its negative impacts. Impacts could have been from the disease itself or the harmful consequences of the economic disruptions.
 - b. Premium pay for workers performing essential work during the emergency
 - c. For provision of government services where there was a revenue loss.
 - d. For investments in water, sewer or broadband infrastructure.
- IV. Eligible Uses
 - a. Public Health and economic impacts
 - i. Identify need or impact of emergency, then, how did program respond?
 - ii. Must be an intervention in response to the disease itself or the harmful consequences of economic disruptions.
 - iii. Mitigation and Prevention.
 - iv. Medical Expenses for long term needs
 - v. Behavioral Health Care: mental health services for those
 - vi. Public Health and Safety staff: payroll and covered benefits.
 - vii. Economic impacts on households and individuals-unemployment
 - viii. Economic impacts to businesses
 - ix. Impacts to governments: reductions in staffing
 - x. **Ineligible:** Rainy day funds, payment of interest and principal on debt
 - b. Premium pay to eligible essential workers
 - i. Can be to eligible essential workers or for grants to third party employers
 - ii. Intended for workers who had regular in-person interactions or regular handling of items also handled by others
 - iii. Higher scrutiny of pay to higher earners
 - iv. Retroactive pay is allowed.
 - c. Revenue Loss

- i. Calculation of loss is based on comparison of 2020 'general revenue' to that of 2019 with an assumed growth factor. Difference between this counterfactual revenue and actual 2020 revenue is considered a Loss.
 - ii. This amount can then be used for provision of government services. Some ineligible uses: debt repayment, rainy day fund replenishment
- d. Investments in Infrastructure
 - i. Water, wastewater, stormwater-eligible if eligible for DWSRF or CWSRF(Clean Water or Drinking water State Revolving Fund)
 - ii. Broadband-'universally available, high-speed, reliable, and affordable' especially in areas underserved as defined in IFR.
- e. Other considerations
 - i. Invest in things that pay for themselves in the long run; once-in-a-generation money.
 - ii. Treasury recommends community engagement in decision-making.
 - iii. Since ARPA is most general funding, evaluate if other funds may be available: state or other agencies, use most-specific funding first.
 - iv. Plenty of time available for decision-making. May wait until the next American Jobs Act or Infrastructure Bills are finalized, to see what might be applicable to ready projects or even 'dream' projects.
 - v. Consider what planning/strategy would best take advantage of all possible funds.



Agenda Item #3.a.

Agenda Item Name:

Promotion of Nick Flaten to Sergeant

Presenter:

Tommy Klein, Chief of Police

Item Description:

Corporal Nick Flaten is being promoted to Sergeant

Recommended Action:

N/A

Fiscal Impact:

Position is in our budget.

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

Nick Flaten is being formally recognized for his promotion to Sergeant. His wife, Jessica, will pin him as part of the ceremony.

Notification Requirements:

None

Prepared By:

Tommy Klein, Chief of Police

Attachments:

None



Agenda Item #5.a.

Agenda Item Name:

Consider Liquor License Renewal for Loyal Order of Moose Lodge #1345 dba Loyal Order of Moose Lodge #1345

Presenter:

Misty Williams, Administrative Assistant

Item Description:

Consider Liquor License Renewal for Loyal Order of Moose Lodge #1345 dba Loyal Order of Moose Lodge #1345

Recommended Action:

I move to approve the Liquor License Renewal for Loyal Order of Moose Lodge #1345 dba Loyal Order of Moose Lodge #1345

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

Consider Liquor License Renewal for Loyal Order of Moose Lodge #1345 dba Loyal Order of Moose Lodge #1345 located at 133 East 3rd Street, Rifle, CO has submitted a Club 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. 2021 Moose Lodge Liquor License Renewal_Redacted

LOYAL ORDER OF MOOSE LODGE NO 1345
133 E 3RD ST
Rifle CO 81650-2317

JUL 15 2021

City Clerk
 City of Rifle

Fees Due	
Renewal Fee	Waived due to 20B-001
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	Waived due to 20B-001
Related Facility - Campus Liquor Complex \$160.00 per facility	Waived due to 20B-001
Amount Due/Paid	\$ <u>0</u>

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

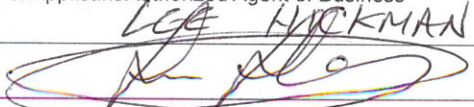
Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name LOYAL ORDER OF MOOSE LODGE NO 1345		Doing Business As Name (DBA) LOYAL ORDER OF MOOSE LODGE NO 1345	
Liquor License # 04-19552-0001	License Type Club License (city)	Sales Tax License # 04195520001	Expiration Date 09/24/2021
Business Address 133 E 3RD ST Rifle CO 81650-2317		County Garfield	Due Date 08/10/2021
Mailing Address 133 E 3RD ST Rifle CO 81650-2317		Phone Number 9706255508	
Operating Manager	Date of Birth	Home Address	Phone Number
1. 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 _____			
2. 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	LEA HICKMAN - ADMINISTRATOR		Title
Signature			Date
			07-12-2021

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

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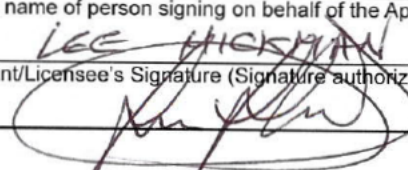
Tax Check Authorization, Waiver, and Request to Release Information

I, LEE Hickman am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Loyal Order of Moose #1345 (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>Loyal Order of Moose #1345</u>		Social Security Number/Tax Identification Number	
Address <u>133 East 3rd St.</u>			
City <u>Rifle</u>		State <u>CO</u>	Zip <u>81650</u>
Home Phone Number		Business/Work Phone Number <u>970-625-5508</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>LEE HICKMAN</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) 			Date signed <u>07-12-2021</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 #5.b.

Agenda Item Name:

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

Presenter:

Misty Williams, Administrative Assistant

Item Description:

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

Recommended Action:

I 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:

Consider Liquor License Renewal for Dillon Companies LLC, dba City Market #43 located at 1320 Railroad Avenue, Rifle, CO has submitted a Fermented Malt Beverage 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. 2021 City Market Liquor License Renewal_Redacted

DR 8400 (07/24/19)
COLORADO DEPARTMENT OF REVENUE
 Liquor Enforcement Division

Submit to Local Licensing Authority

RECEIVED

JUL 13 2021

**City Clerk
 City of Rifle**

Fees Due	
Renewal Fee	96.25
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	\$ 96.25

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 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 Dillon Companies, LLC		Doing Business As Name (DBA) City Market #43		
Liquor License # 01107790175	License Type 3.2%beeroffprem(city)	Sales Tax License # 01107790175	Expiration Date 08/27/2021	Due Date 7/13/2021
Business Address 1320 Railroad Ave Rifle, CO 81650-3326				Phone Number (970) 625-3080
Mailing Address PO Box 305103 Nashville, TN 37230-5103			Email business.license@kroger.com	
Operating Manager Amy McCain	Date of Birth	Home Address	Phone Number	
1. 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 _____				
2. 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				

DR 8400 (07/24/19)

COLORADO DEPARTMENT OF REVENUE

Liquor Enforcement Division

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 Jacqueleen Cossey		Title Vice President
Signature DocuSigned by: <i>Jackie Cossey</i>		Date 7/2/2021
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

DR 8495 (07/23/19)
COLORADO DEPARTMENT OF REVENUE
 Liquor Enforcement Division

Tax Check Authorization, Waiver, and Request to Release Information

I, Rick Agee am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Dillon Companies LLC City Market #43 (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) Dillon Companies, LLCCity Market #43		Social Security Number/Tax Identification Number 01107790175	
Address 1320 Railroad Ave			
City Rifle		State CO	Zip 81650-3326
Home Phone Number 970-319-0377		Business/Work Phone Number 6152329486	
Printed name of person signing on behalf of the Applicant/Licensee Rick Agee			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) 			Date signed 6/30/2021

E12A191C3B78434...

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).

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that,
according to the records of this office,

Dillon Companies, LLC

is an entity formed or registered under the law of Kansas, has complied with all
applicable requirements of this office, and is in good standing with this office. This entity has
been assigned entity identification number 19871042322.

This certificate reflects facts established or disclosed by documents delivered to this office on
paper through 05/11/2021 that have been posted, and by documents delivered to this office
electronically through 05/13/2021 @ 10:00:05.

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this
official certificate at Denver, Colorado on 05/13/2021 @ 10:00:05 in accordance with applicable law.
This certificate is assigned Confirmation Number 13167864.



Jena Griswold

Secretary of State of the State of Colorado

*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's Web site, <http://www.sos.state.co.us/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our Web site, <http://www.sos.state.co.us/> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."



Agenda Item #5.c.

Agenda Item Name:

Consider Liquor License Renewal for Walmart Inc., dba Walmart #5232

Presenter:

Misty Williams, Administrative Assistant

Item Description:

Consider Liquor License Renewal for Walmart Inc., dba Walmart #5232

Recommended Action:

I move to approve the Liquor License Renewal for Walmart Inc., dba Walmart #5232

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

Consider Liquor License Renewal for Walmart Inc., dba Walmart #5232 located at 1000 airport Road, Rifle, CO has submitted a Fermented Malt Beverage 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. 2021 WalMart Liquor License Renewal_Redacted

Submit to Local Licensing Authority

RECEIVED

JUL 26 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 Walmart Inc.		Doing Business As Name (DBA) Walmart #5232	
Liquor License # 09-49518-0072	License Type Fermented Malt Beverage Off	Sales Tax License # 00949518-0072	Expiration Date 09/18/2021
Business Address 1000 Airport Rd., Rifle, CO 81650			Phone Number 970-625-5367
Mailing Address 702 SW 8th St., Bentonville, AR 72716-0500		Email complic@wal-mart.com	
Operating Manager Rosanna Cloward	Date of Birth	Home Address	Phone Number
1. 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 <u>2035</u>			
2. 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 Vikki Benavides		Title Licensing Specialist
Signature <i>Vikki Benavides</i>		Date 5/6/2021
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

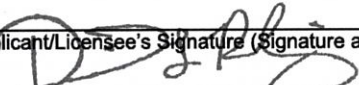
Tax Check Authorization, Waiver, and Request to Release Information

I, David Reading am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Walmart Inc. (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) Walmart Inc.		Social Security Number/Tax Identification Number 71-0415188	
Address 702 SW8th St.			
City Bentonville		State AR	Zip 72716-0500
Home Phone Number 4792770139		Business/Work Phone Number	
Printed name of person signing on behalf of the Applicant/Licensee David Reading			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) 			Date signed 7-13-21

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 #5.d.

Agenda Item Name:

Change of Manager for Walmart, Inc dba Walmart #5232

Presenter:

Misty Williams, Administrative Assistant

Item Description:

Change of Manager for Walmart, Inc dba Walmart #5232

Recommended Action:

Approve change of manager for Walmart, Inc. dba Walmart #5232

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

Walmart, Inc dba Walmart #5232 located at 1000 Airport Road, Rifle, CO has submitted a Report of Changes (Change of Manager-Fermented Malt Beverage Liquor License) application. The former manager was Jason Welk, and the new manager is Rosanna Cloward.

The following criteria have been met by the applicant:

- *The application is complete
- *No fees are required with this change

I recommend approval of the Report of Changes (Change of Manager - Fermented Malt Beverage) application for Walmart, Inc. dba Walmart #5232

Executive Summary:

None

Notification Requirements:

None

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. 2021 WalMart Change of Manager

RECEIVED

JUL 26 2021

City Clerk
City of Rifle

FOR DEPARTMENT USE ONLY

DR 8442 (09/21/16)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
(303)-205-2300**Permit Application
and Report of Changes**

Current License Number _____

All Answers Must Be Printed in Black Ink or Typewritten

Local License Fee \$ NO FEE

1. Applicant is a

- ☒ Corporation ☐ Individual
- ☐ Partnership ☐ Limited Liability Company

Present License Number

09-49518-0072

2. Name of Licensee

Walmart Inc.

3. Trade Name

Walmart #5232

4. Location Address

1000 Airport Rd.

City

Rifle

County

Garfield

ZIP

81650

SELECT THE APPROPRIATE SECTION BELOW AND PROCEED TO THE INSTRUCTIONS ON PAGE 2.**Section A – Manager reg/change**

- License Account No. 09-49518-0072
- ☐ Manager's Registration (Hotel & Restr.) \$75.00
- ☐ Manager's Registration (Tavern) \$75.00
- ☐ Manager's Registration (Lodging & Entertainment) \$75.00
- ☒ Change of Manager (Other Licenses pursuant to section 12-47-301(8), C.R.S.) NO FEE

Section B – Duplicate License

- Liquor License No. _____
- ☐ Duplicate License \$50.00

Section C

- ☐ Retail Warehouse Storage Permit (ea) \$100.00
- ☐ Wholesale Branch House Permit (ea) 100.00
- ☐ Change Corp. or Trade Name Permit (ea) 50.00
- ☐ Change Location Permit (ea) 150.00
- ☐ Change, Alter or Modify Premises \$150.00 x _____
Total Fee _____
- ☐ Addition of Optional Premises to Existing H/R \$100.00 x _____
Total Fee _____
- ☐ Addition of Related Facility to Resort Complex \$75.00 x _____
Total Fee _____
- ☐ Tavern Conversion No Fee

Do Not Write in This Space – For Department of Revenue Use Only

Date License Issued

License Account Number

Period

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 of Revenue may collect the payment amount directly from your bank account electronically.

**TOTAL
AMOUNT DUE**

\$

.00

Instruction Sheet

For All Sections, Complete Questions 1-4 Located on Page 1

☒ **Section A**

To Register or Change Managers, check the appropriate box in section A and complete question 8 on page 4. Proceed to the Oath of Applicant for signature. Submit to State Licensing Authority for approval.

☐ **Section B**

For a Duplicate license, be sure to include the liquor license number in section B on page 1 and proceed to page 4 for Oath of Applicant signature.

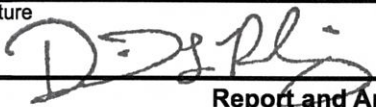
☐ **Section C**

Check the appropriate box in section C and proceed below.

- 1) **For a Retail Warehouse Storage Permit**, go to page 3 complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 4 for Oath of Applicant signature. Submit to State Licensing Authority for approval.
- 2) **For a Wholesale Branch House Permit**, go to page 3 and complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 4 for Oath of Applicant signature. Submit to State Licensing Authority for approval.
- 3) **To Change Trade Name or Corporation Name**, go to page 3 and complete question 6 (be sure to check the appropriate box). Submit the necessary information and proceed to page 4 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 4) **To modify Premise**, go to page 4 and complete question 9. Submit the necessary information and proceed to page 4 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 5) **For Optional Premises or Related Facilities** go to page 4 and complete question 9. Submit the necessary information and proceed to page 4 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 6) **To Change Location**, go to page 3 and complete question 7. Submit the necessary information and proceed to page 4 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 7) **Tavern Conversion**, go to page 4 and complete questions 10. Submit the necessary information and proceed to page 4 for Oath of Applicant signature. **(Must be completed by August 10, 2017, as the tavern conversion will no longer be permitted).* Submit to Local Licensing Authority (city or county) for approval.

Storage Permit	5. Retail Warehouse Storage Permit or a Wholesalers Branch House Permit ☐ Retail Warehouse Permit for: ☐ On-Premises Licensee (Taverns, Restaurants etc.) ☐ Off-Premises Licensee (Liquor stores) ☐ Wholesalers Branch House Permit Address of storage premise: _____ City _____, County _____, Zip _____ Attach a deed/ lease or rental agreement for the storage premises. Attach a detailed diagram of the storage premises.				
Change Trade Name or Corporate Name	6. Change of Trade Name or Corporation Name ☐ Change of Trade name / DBA only ☐ Corporate Name Change (Attach the following supporting documents) 1. Certificate of Amendment filed with the Secretary of State, or 2. Statement of Change filed with the Secretary of State, <u>and</u> 3. Minutes of Corporate meeting, Limited Liability Members meeting, Partnership agreement. <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 50%; padding: 2px;">Old Trade Name</td><td style="width: 50%; padding: 2px;">New Trade Name</td></tr> <tr> <td style="padding: 2px;">Old Corporate Name</td><td style="padding: 2px;">New Corporate Name</td></tr> </table>	Old Trade Name	New Trade Name	Old Corporate Name	New Corporate Name
Old Trade Name	New Trade Name				
Old Corporate Name	New Corporate Name				
Change of Location	7. Change of Location NOTE TO RETAIL LICENSEES: An application to change location has a local application fee of \$750 payable to your local licensing authority. You may only change location within the same jurisdiction as the original license that was issued. Pursuant to 12-47-311 (1) C.R.S. Your application must be on file with the local authority thirty (30) days before a public hearing can be held. Date filed with Local Authority _____ Date of Hearing _____ (a) Address of current premises _____ City _____ County _____ Zip _____ (b) Address of proposed New Premises (Attach copy of the deed or lease that establishes possession of the premises by the licensee) Address _____ City _____ County _____ Zip _____ (c) New mailing address if applicable. Address _____ City _____ County _____ State _____ Zip _____ (d) Attach detailed diagram of the premises showing where the alcohol beverages will be stored, served, possessed or consumed. Include kitchen area(s) for hotel and restaurants.				

Change of Manager	8. Change of Manager or to Register the Manager of a Tavern, Hotel and Restaurant, Lodging & Entertainment liquor license or licenses pursuant to section 12-47-301(8). (a) Change of Manager (attach Individual History DR 8404-I H/R, Tavern and Lodging & Entertainment only) Former manager's name <u>Jason Welk</u> New manager's name <u>Rosanna Cloward</u> (b) Date of Employment <u>10/13/2020</u> Has manager ever managed a liquor licensed establishment?..... Yes ☐ No ☒ Does manager have a financial interest in any other liquor licensed establishment?..... Yes ☐ No ☒ If yes, give name and location of establishment _____
Modify Premises or Addition of Optional Premises or Related Facility	9. Modification of Premises, Addition of an Optional Premises, or Addition of Related Facility NOTE: Licensees may not modify or add to their licensed premises until approved by state and local authorities. (a) Describe change proposed _____ _____ _____ (b) If the modification is temporary, when will the proposed change: Start _____ (mo/day/year) End _____ (mo/day/year) NOTE: THE TOTAL STATE FEE FOR TEMPORARY MODIFICATION IS \$300.00 (c) Will the proposed change result in the licensed premises now being located within 500 feet of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary? (If yes, explain in detail and describe any exemptions that apply) Yes ☐ No ☐ (d) Is the proposed change in compliance with local building and zoning laws?..... Yes ☐ No ☐ (e) If this modification is for an additional Hotel and Restaurant Optional Premises or Resort Complex Related Facility, has the local authority authorized by resolution or ordinance the issuance of optional premises? Yes ☐ No ☐ (f) Attach a diagram of the current licensed premises and a diagram of the proposed changes for the licensed premises. (g) Attach any existing lease that is revised due to the modification.
Tavern Conversion	10. Tavern Conversion <i>(Note* Must be completed by August 10, 2017 as the Tavern conversion will no longer be permitted. Only Tavern licenses issued before August 10, 2016, that do not fit the definition of a tavern as defined in section 12-47-103(38), C.R.S. may convert to a different license type.)</i> Please pick one of the following choices: (a) I wish to convert my existing Tavern Liquor License # _____ to a Lodging and Entertainment Liquor License?..... Yes ☐ No ☐ (b) I wish to convert my existing Tavern Liquor License # _____ to a _____ Liquor License?..... Yes ☐ No ☐

Oath of Applicant		
I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.		
Signature 	Title Assistant Secretary	Date 7.13.21
Report and Approval of LOCAL Licensing Authority (CITY / COUNTY)		
The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the applicable provisions of Title 12, Articles 46 and 47, C.R.S., as amended. Therefore, This Application is Approved.		
Local Licensing Authority (City or County)		Date filed with Local Authority
Signature	Title	Date
Report of STATE Licensing Authority		
The foregoing has been examined and complies with the filing requirements of Title 12, Article 47, C.R.S., as amended.		
Signature	Title	Date



Agenda Item #5.e.

Agenda Item Name:

Consider Intergovernmental Agreement with Garfield County Clerk & Recorder for Election Services

Presenter:

Misty Williams, Administrative Assistant

Item Description:

Consider Intergovernmental Agreement with Garfield County Clerk & Recorder for Election Services

Recommended Action:

I move to approve the Intergovernmental Agreement with Garfield County Clerk & Recorder for Election Services

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

None

Executive Summary:

Attached is a proposed Intergovernmental Agreement (IGA) for Election Services between the City of Rifle and the Garfield County Clerk and Recorder.

The City will pay the County Clerk and Recorder to provide election services for the November 2, 2021 coordinated election.

Staff has reviewed the IGA and recommends approval.

Notification Requirements:

None

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. IGA Coordinated Election-Garfield21

INTERGOVERNMENTAL AGREEMENT CONCERNING ELECTION SERVICES FOR THE November 2, 2021 Coordinated Election

This intergovernmental agreement ("IGA" or "**Agreement**") is made effective this ____ day of _____, 20__, between the Garfield County Clerk and Recorder ("**Clerk**") and City of Rifle (Political Subdivision").

The Political Subdivision desires to conduct an election pursuant to its statutory authority ("**Election**"), The election will occur on November 2, 2021.

An agreement concerning the preparation, conduct and actual cost of a coordinated election is required. This agreement will be signed no later than August 24, 2021. C.R.S. §1-7-116(2)

The Clerk has agreed to perform the following election services in consideration of the performance by the Political Subdivision of its obligations and payment of costs and fees.

The Clerk has designated Rachel Weishaar, Election Supervisor, whose telephone number is (970) 384-3700 x 1770 as the staff member to act as the primary liaison between the Clerk and the Political Subdivision for the purposes of the Election. The Contact Officer shall act under the authority of the Clerk.

The Political Subdivision has designated Misty Williams, City Clerk whose phone number is (970) 665-6405 as its Designated Election Official ("**DEO**"). The DEO shall act as the primary liaison between the Political Subdivision and the Clerk. C.R.S. §1-1-104(8)

If the Political Subdivision encompasses territory within other counties, this Agreement shall apply only to that portion of the Political Subdivision within Garfield County.

NOW, THEREFORE, in consideration of their mutual promises contained herein, the parties agree as follows:

I. Duties of the Clerk

The Clerk agrees to perform the following duties, or such other duties as may be mutually agreed upon by the parties in writing, in connection with the Election:

A. Preparation for the Election

1. Provide the Political Subdivision a street locator file, which lists the street addresses located in the boundaries of the Political Subdivision within the Clerk's voter registration system. If the Political Subdivision encompasses the entire county, a street locator file will not be sent for verification.
2. Assist and inform the Political Subdivision on any matter that should ensure the efficient preparation and conduct of the Election. The Clerk shall not provide legal advice.
3. Manage all voter records and correspondence in accordance with Title 1 of the Colorado Revised Statutes and the Colorado Secretary of State Election Rules for the relevant year of the Election.
4. Supply, deliver and set up all necessary items for the conduct and preparation of the Election.
5. Certify the election judges and determine their compensation. Provide a list of election judges upon request by the Political Subdivision. Train election judges prior to the election, including specific instruction in the secure operation of the election equipment. C.R.S. §1-6-101(6), C.R.S. §1-6-104, C.R.S. §1-6-115

6. Provide, no later than twenty days before the Election, notice of election by publication for the 2021 Coordinated Mail Ballot Election with in-person options for voting at Voter Service & Polling Centers. Such notice shall satisfy the publication requirement for all Political Subdivision participating in the Election. C.R.S. §1-5-205(1), C.R.S. §1-5-205(1.4)
7. Conduct all required tests and audits of the voting system prior to and after the Election C.R.S. §1-7-509(1), Secretary of State Election Rules.
8. Establish backup procedures and a backup site for the counting of the Election, should the counting equipment or location become unavailable during the count. Secretary of State Election Rules
9. Negotiate an agreement for the printing of the official ballots. After receipt from the Political Subdivision of the certified ballot content (per Section II.A.8 of this Agreement), the Clerk shall provide a copy of the ballot layout for proofreading before authorization to begin printing of all ballots.

B. Conduct of the Election

1. Mail ballot packets will be sent to all eligible active voters beginning October 8th thru October 15th. Then daily after that through Monday, October 25th.
2. Coordinate the proper number and location of Voter Service & Polling Centers. All Voter Service & Polling Centers will be accessible to electors with disabilities. Voter Service & Polling Centers and ballot drop off locations for the election are published on our website at: www.garfield-county.com. C.R.S. §1-5-101, C.R.S. §1-5-102.9 C.R.S. §1-5-703
3. Provide for the security and processing of all mail-in ballots. Provide for the verification of signatures on the self-affirmation section on the return envelopes. C.R.S. §1-7.5-107.2, C.R.S. §1-7.5-107.3, C.R.S. §1-7.5-107.5
4. Facilitate special accommodations for all registered military and overseas citizens as provided by the Uniform Military and Overseas Voter Act. Section 8.3 of Title 1 of the Colorado Revised Statutes
5. Provide provisional ballots to electors who qualify. Provide a telephone number that provisional voters may call to inquire if their provisional ballot counted. C.R.S. §1-8.5-101, C.R.S., C.R.S. §1-8.5-104(6)
6. Provide properly trained personnel for the preparation and conduct of the Election. Provide personnel at the tabulation center on Election Day/Night to release unofficial results.
7. Preserve all Election records for at least twenty-five months after the election. C.R.S. §1-7-802, Clerk and Recorder Record Retention Policy
8. Conduct a recount of any contest where the final ballot tabulation results are close enough to require a recount or if a recount is requested by an interested party. Section 10.5 of Title 1 of the Colorado Revised Statutes
9. Conduct a Canvass and Risk-Limiting Audit of the election to process, accept and tabulate the eligible military, cured, and provisional ballots received the 8th day after the election. Verify the votes were accurate and voting equipment was working properly by conducting a risk-limiting audit of election results and through the Canvass Board. C.R.S. § 1-10-101, *et seq.*, C.R.S. § 1-10-201, *et seq.*, Secretary of State Election Rules.
10. Provide, maintain and operate the County's ballot marking devices and vote-counting equipment.

11. Work with the Political Subdivision to make sure that eligible Property Owners are notified of an election in their district and are instructed on how they can apply for a mail ballot. C.R.S. §32-1-806, C.R.S. §1-5-304, C.R.S. §1-7-104

C. Election Costs

1. Keep an accurate account of all Election costs including, but not limited to, supplies, printing costs, legal notices, labor, postage and other expenses attributable to the Clerk's administration of the Election for the Political Subdivision.
2. Charge the Political Subdivision for its portion of the costs of the Election incurred by the Clerk for that Political Subdivision up to and including the date of cancellation of the Election or any additional costs related to removing the Political Subdivision from ballot programming or publications.
3. Submit to the Political Subdivision an invoice for all expenses incurred under this Agreement within 60 days of the election.
4. The cost of any recount(s) requested by the Political Subdivision will be charged to the Political Subdivision, or if more than one Political Subdivision is involved in the recount, the cost will be prorated among the participating Political Subdivisions.

D. TABOR Notice

1. Prepare the TABOR Notice, if relevant. Article X Section 20 of the Colorado Constitution, Secretary of State Election Rules
2. Charge the Political Subdivision for all expenses for the preparation, printing, labeling and postage for the TABOR notice. Said expenses shall be prorated among all Political Subdivisions participating in the TABOR notice.
3. Mail to each elector within Garfield County who may be affected by certain TABOR ballot issues the TABOR notice not less than thirty days prior to the election. The Clerk shall determine the least cost method for mailing the TABOR notice and address the TABOR notice to "All Registered Voters" at each address where one or more active registered voters of the Political Subdivision reside. Nothing herein shall preclude the Clerk from sending the TABOR Notice of the Political Subdivision to persons other than electors of the Political Subdivision if such sending arises from the Clerk's efforts to mail the TABOR Notice at least cost.
4. Execute a separate IGA with the Political Subdivision referred to as Attachment 1 for the production of the ballot notice referred to as the TABOR Notice.

II. Duties of the Political Subdivision

The Political Subdivision shall perform the following duties in connection with the Election:

A. Preparation for the Election

1. Post and/or publish any other legal notices required pursuant to relevant provisions of the Uniform Election Code of 1992 (C.R.S. Articles 1-13 of Title 1) or the Colorado Municipal Code of 1965, §31-10-101, *et seq.*, C.R.S., or Title 32, as amended, except as otherwise stated by this agreement.
2. Gather all necessary petitions, if applicable.

3. Be solely responsible for determining whether a ballot issue, question or candidate is properly placed before the voters.
4. Review the information contained in the street locator file and certify its accuracy, as well as any changes, additions or deletions to the file. The certification of the street locator file shall be made no later than September 3, 2021 at 5:00 p.m. to the Clerk. If the certification is not provided by the date specified herein, the Clerk cannot guarantee accurate ballot styles nor be responsible for additional charges associated with address library errors resulting in incorrect ballot styles. If the Political Subdivision encompasses the entire county verification of the address locator file is not required.
5. If required, request the Property Owner list from the Garfield County Assessor's Office to prepare the list of eligible property owners for the election. Provide the Clerk with the list of eligible property owners who are classified on the Secretary of State's voter registration records as UOCAVA voter no later than September 13, 2021. A supplemental list should be requested from the County Assessor's office thirty days prior to the election to determine if there are new property owner's eligible to vote. The supplemental property owner list should be provided to the Clerk no later than October 15, 2021.
6. The Clerk will not automatically mail ballots to eligible property owners as found on the list submitted to the County Clerk on Sept 13, 2021 but will send a letter giving notice of the upcoming election with an application for a mail ballot to these eligible property owners. This letter will be mailed at the same time as the TABOR Notice.
7. Provide a certified copy of the ballot content, submitted as an email attachment to eplayce@garfield-county.com in electronic media format, in the format requested below, at the earliest possible time and in any event no later than sixty days before the election, September 3, 2021 at 5:00 p.m. Ballot content (candidates, issues and questions) to be exactly in the order in which it is to appear and be printed on the ballot pages and sample ballots. The certified list of candidates, ballot issues and/or ballot questions shall be final, and the Clerk will not be responsible for making any changes after the certification. C.R.S. §1-5-203(3)(a)
 - Candidates/ ballot issues and/or ballot questions must be submitted electronically in Microsoft Word format.
 - Contact Edna Place at 970-384-3700 x 1804 with any questions about submission format. Garfield County is using a new voting system (Clear Ballot) so you don't have to submit the ballot content in notepad format ever again.
 - Provide audio pronunciation of all candidates' names if applicable.
8. Proofread and approve the Political Subdivision's ballot content for printing preferably the same day of receipt of the ballot proof from the Clerk. The Political Subdivision shall provide an e-mail address and designate a person to be available for proofing and approving ballot content for printing and audio files of pronunciation of candidates' names if applicable. Due to limited printing availability and time constraints, the Political Subdivision should provide contact information for someone who may be available from 8:00 a.m. to 5:00 p.m. from September 7, 2021 until September 13, 2021 or until final approval for the printing of ballots has been reached. If no one representing the Political Subdivision is available and the printing timeline requires it, the ballot will go to print without Political Subdivision approval. The Clerk shall not be responsible for any errors or omissions as a result of the Political Subdivision's failure to proofread the ballot. The Political Subdivision has designated Misty Williams, City Clerk whose phone is (970) 665-6405 and e-mail is mwilliams@rifleco.org to be available for ballot proofing.
9. The Political Subdivision may assign a representative to witness logic and accuracy testing prior to the election, the risk limiting audit after the election and the canvass board certification of the election. The canvass board and risk limiting audit board will be made up by representatives appointed by Chairman of the Garfield County Republican and Democratic parties and the County Clerk.

10. Notify the Clerk if Political Subdivision is a municipality which has provided by ordinance or resolution that it will utilize the requirements and procedures of the Uniform Election Code of 1992 in lieu of the Colorado Municipal Election Code of 1965 with respect to the Election. A copy of said ordinance or resolution will be provided to the Clerk. Where the Political Subdivision is a special district, within thirty days after the special district has been declared organized by the court, the Political Subdivision will transmit to the county clerk and recorder in each of the counties in which the Political Subdivision or a part thereof extends certified copies of the findings and the order of the court organizing said special district. C.R.S. §32-1-306
11. Notify the clerk if the Political Subdivision resolves not to participate in the Election prior to the submission of ballot certification. After ballot certification day, a Political Subdivision that withdraws from participating in the election shall be liable for accrued election costs. The Political Subdivision shall provide notice by publication of the cancellation of the Election and a copy of the notice shall be posted in the office of the Clerk, in the office of the Designated Election Official (as defined in the Code) and, if the Political Subdivision is a special district in the office of the Division of Local Government. The Political Subdivision shall not cancel the election after the twenty-fifth day prior to the election, October 8, 2021. C.R.S. §1-5-208(2).

B. Conduct of the election

1. Immediately notify the Clerk of any Election contest that is initiated by the Political Subdivision and keep the Clerk apprised of the need to retain Election records for use in such a contest.

C. TABOR Notice

1. Be responsible for the additional costs associated with such TABOR Notice if notice is required on behalf of the Political Subdivision. (See also Section I.D.2 of this Agreement).
2. Collect and compile the TABOR Notice content in compliance with Article X Section 20 of the Colorado Constitution and any pertinent Rules. Article X Section 20 (3)(b)(v), C.R.S. §1-7-901, *et seq.*
3. Provide all content for the TABOR Notice to the Clerk by Monday September 20, 2021 (43 days before the day of the election). C.R.S. §1-7-904.

III. Election Costs

The minimum fee for election services is \$500.00.

1. Proportional share of costs is based on County expenditures relative to the Election, the number of electors per entity receiving ballots and the number of voted ballots returned to the County Clerk for processing, scanning, and tabulating.
2. The Political Subdivision acknowledges it has sufficient funds available in its approved budget to pay its prorated Election expenses.
3. Upon receipt of the invoice, pay to the Clerk within sixty days the prorated fee. Contact Officer can be contacted for an estimated cost of participating in this coordinated election.
4. The Political Subdivision will be responsible for any additional or unique election costs resulting from Political Subdivision delays and/or special preparations or cancellations relating to the Political Subdivision's participation in the Election.

IV. Additional Provisions

1. No portion of this Agreement shall be deemed to create a cause of action with respect to anyone not a party to this Agreement, nor is this Agreement intended to waive any privileges and/or immunities to the parties or of which their officers or employees may possess, except as expressly stated in this Agreement.
2. Time is of the essence under this Agreement. The statutory time frames or requirements of the Election Statutes, TABOR requirements found in the Constitution, and the Election Rules shall apply to the completion of any duties or tasks required under this Agreement. Failure to comply with the terms of this Agreement, statutory requirements, or Secretary of State Rules may result in consequences up to and including termination of this Agreement.

3. Timeline:

August 2, 2021	Address Library Given to Political Subdivision
August 24, 2021	IGA Signed & Returned
September 3, 2021	Address Library Returned
September 3, 2021	Certified Ballot Content Due to Clerk
September 7-10, 2021	Ballot Proofing
September 13, 2021	List of eligible UOCAVA property owners due to Clerk
September 14 or 15, 2021	Logic and Accuracy testing of voting equipment
September 17, 2021	Last day for pro/con comments to be submitted to the Political Subdivision DEO by citizens
September 18, 2021	Last day to send ballots to UOCAVA voters
September 20, 2021	TABOR Notice content submitted to County Clerk for creation of the TABOR Notice
September 21 -22, 2021	Tabor Notice proofing
October 1, 2021	TABOR Notice Mailed
October 15, 2021	Provide Property Owners list if applicable to clerk after secondary check with the Garfield County Assessor
October 8 & 12-15, 2021	Ballots Mailed (Oct 11 th is Columbus Day so we can mail the Friday before the holiday)
October 25 to Nov 1, 2021	Voter Service & Polling Centers open for early voting Mon – Fri 8:30 am to 5:00 pm
October 25, 2021	Begin signature verification and ballot processing

October 25, 2021	Last day to register to vote or update an address and have a ballot mailed
October 30, 2021	Saturday Early Voting Hours: 10 am to 2 pm
November 2, 2021	Election Day-early voting and election day VSPCs open 7 am to 7 pm
November 8, 2021	Last day for a voter to cure a discrepancy for a submitted ballot
November 12, 2021	Risk limiting audit –round one may begin
November 18-23, 2021	Canvass when SOS gives the go ahead to proceed
November 26, 2021	Last day to certify election results to a participating entity

4. Allocation of Cost of the Election is at the Clerk's determination and shall be final.
5. The Clerk may enter into other substantially similar agreements with other Political Subdivisions for the conduct of other elections simultaneously.
6. Venue for any dispute hereunder shall be in the District Court of Garfield County, Colorado.
7. Notices. Any and all notices required to be given by this Agreement are deemed to have been received and to be effective: (1) three days after they have been mailed by certified mail, return receipt requested; (2) immediately upon hand delivery; or (3) immediately upon receipt of confirmation that a fax/email was received; to the address of a Party as set forth below or to such Party or addresses as may hereafter be designated in writing:

To Clerk: Garfield County Clerk & Recorder

Drop Off: 109 8th St., Suite 200 Glenwood Springs, CO 81601

Mail: same as above

Fax: 970-947-1078

Email: rweishaar@garfield-county.com

To Political Subdivision: City of Rifle, c/o Misty Williams, City Clerk

Drop Off: 202 Railroad Avenue, Rifle, CO 81650

Mail: Same as above

Fax: (970) 665-6402

Email: mwilliams@rifleco.org

8. Term of IGA. The term of this IGA shall continue until all statutory requirements concerning the conduct of the election and the creation, printing, and distribution of the TABOR Notice, if needed, are fulfilled.
9. Amendments. This IGA may be amended only in writing, and following the same formality as the execution of the initial IGA.
10. In any event that any provision in this IGA conflicts with the Code or other statute, this IGA shall be modified to conform to such law. No resolution of either party to this Agreement shall impair the rights of the Clerk or the Political Subdivision hereunder without the consent of the other party to this Agreement.
11. The Parties hereto understand and agree that the County, it's commissioners, officials, officers, directors, agents, and employees, are relying on, and do not waive or intend to waive by any provisions of the Agreement, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act (the CGIA), §24-10-101 to 120, C.R.S., or otherwise available to the County or the Political Subdivision. To the extent the CGIA imposes varying obligations or contains different waivers for cities and counties, both the County and the Political Subdivision agree that they will remain liable for their independent obligations under the CGIA, and neither party shall be the agent of the other or liable for the obligations of the other.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective upon the date first above written.

Garfield County Clerk & Recorder

Date: _____

Jean M. Alberico

Political Subdivision

Date: _____

By _____

Authorized Signature



Agenda Item #5.f.

Agenda Item Name:

Consider Addition of New Rule for Additional Vehicles at Campsites for Rifle Mountain Park

Presenter:

Kathy Pototsky, Court Clerk / PIO

Item Description:

Consider Addition of New Rule for Additional Vehicles at Campsites for Rifle Mountain Park

Recommended Action:

Approve new park rule for Rifle Mountain Park requiring an additional fee for extra vehicles at designated campsites.

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

None

Executive Summary:

RMC 11-6-40(a)(7)(A)

Occupancy of Recreation Areas-Rifle Mountain Park. Failure to Pay Additional Vehicle Fee.

There is a two vehicle maximum at all designated campsites. A fee is required for each additional vehicle up to the maximum vehicle limit for the individual site.

For purposes of this section, vehicle is defined as any car, truck, motorcycle, or similar motorized transport which requires registration with the Department of Motor Vehicles and a license plate.

*Violation of this rule will result in a \$25 per day fine, \$50 for second offense and \$100 for third offense.

Notification Requirements:

None

Prepared By:

Kathy Pototsky, Court Clerk / PIO

Attachments:

1. RMP PARKING

RMC 11-6-40(a)(7)(A)

Occupancy of Recreation Areas-Rifle Mountain Park. Failure to Pay Additional Vehicle Fee.

- (1) There is a two vehicle maximum at all designated campsites. A fee is required for each additional vehicle up to the maximum vehicle limit for the individual site.
 - a. For purposes of this section, *vehicle* is defined as any car, truck, motorcycle, or similar motorized transport which requires registration with the Department of Motor Vehicles and a license plate.

*Violation of this rule will result in a \$25 per day fine, \$50 for second offense and \$100 for third offense.



Agenda Item #5.g.

Agenda Item Name:

Consider Amending Development Impact Fees - Ordinance No. 7, Series of 2021 - 2nd Reading

Presenter:

Patrick Waller, Planning Director

Item Description:

Consider Amending Development Impact Fees - Ordinance No. 7, Series of 2021 - 2nd Reading

Recommended Action:

Approve Ordinance No. 7, Series of 2021 on Second Reading

Fiscal Impact:

Operational Impact:

Prior Board Motions:

Background Information:

Executive Summary:

Please see memo attached

Notification Requirements:

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. Staff Memo - Development Fee Update
2. Ordinance No. 7, Series of 2021 -Impact Fees



MEMORANDUM

To: Honorable Mayor and City Council
From: Patrick Waller, AICP, Planning Director
Date: July 21, 2021
Subject: Updates to the Development Impact Fee System

BACKGROUND

Staff has worked on updates to the impact fee system based on a number of studies that were completed by City of Rifle Staff as well as the Water and Wastewater Rate Study. Currently, Offsite Street Impact Fees and Parkland Dedication fees are not being charged for Residential Development. This Memo outlines Staff recommendations and Council decision points on the impact fees.

EXECUTIVE SUMMARY

The recommendations for an updated fee system are based on balancing 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

These items need to be considered and balanced against each other in Council's decision. Overall Staff has recommended that the impact fees generally remain consistent with current fees (prior to the fee waiver being issued). Staff is recommending a decreased fee structure for properties located within the Infill Area as well as lowering the annual increase of certain impact fees.

COUNCIL DECISIONS

Water and Wastewater Fees

Based on the utility rate study, the consultant's recommended a maximum supportable impact fee of \$7281 per EQR for Water and \$5657 per EQR for Wastewater. Currently the City charges \$5743.27 per EQR for Water and \$6382.37 per EQR for Wastewater. The rate study analyzed the water and wastewater infrastructure that will be needed as the City continues to grow. While

impact fees are limited to capital projects, rates can cover operations, maintenance and capital projects.

As addressed in a previous Memo from the City's Civil Engineer, all Tier 1 growth can be accomplished without major water or wastewater infrastructure projects being required. Tier 1 growth areas include locations that largely already have utilities in place and it is prudent to increase growth in those areas to increase our EQR per line number.

At a maximum Staff recommends that the City charge \$5,743.27 for water and \$5,657 for Wastewater. This will not increase the overall number for the Water impact fee that has been charged since 2010 and will decrease the Wastewater impact fee to ensure that it falls under the maximum supportable study completed by the utility rate study consultants.

City of Rifle Impact Fees			
	Current	Identified Maximum	Documentation
Water	\$5,743.27 per EQR	\$7,281 per EQR	Utility Rate Study
Wastewater	\$6,382.37 per EQR	\$5,657 per EQR	Utility Rate Study

Off-Site Street Impact Fees

The Civil Engineer for the City completed an analysis that prioritized major and more location specific improvements that are required as the City of Rifle grows. Currently the City charges \$7,094 per single family unit and \$4,354.82 per multi-family unit. Per the Study completed by the City of Rifle Civil Engineer, the Council has three options to change the single-family impact fee.

\$8456.00 – This fee would address all growth related development projects identified in the City including 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.

\$3859.21 – Fees at this level would allow for the development of roundabouts and pedestrian connectivity improvements (including ADA upgrades and pedestrian connectivity at Airport Road, West Second Street, and North Rifle), both of which are needed in the near future.

\$2,073.24 – This is the minimum fee identified by the Civil Engineer’s analysis. It addresses the need for roundabouts.

Street maintenance and rehabilitation is funded through sales tax revenue and not impact fees. The impact fees are available when the City is looking at funding capital projects in addition to capital funding from the General Fund.

Parkland Dedication Fees

The parkland dedication fees were adopted by Council in the early 2000’s. For larger projects, the R.M.C prefers that major developers dedicate land for a future park and/or open space. However, the code does have a cash in-lieu provision that allows for smaller projects to contribute cash instead of land dedication. Currently the City charges \$2347.00 per multi-family unit and \$3450.74 per single family unit.

An adjustment to these fees would require a Text Amendment, since the section is located in Chapter 16 of the Rifle Municipal Code. Additionally, this is the only impact fee that does not have a recent study to support an update. Parkland dedication fees are an important tool to require major future developments to dedicate parkland to the City. Staff recommends that these fees do not change.

Annual Fee Escalator

The current annual fee escalator for the Off-Site Street Impact fees and Wastewater fees is set at 5% by the Rifle Municipal Code. Staff recommends that this number be decreased to 3%. The 5% increase makes the fees more expensive over time, whereas a 3% increase is tied closer to inflation historically. There has also been discussion of tying the increase to a Building Index; however this has the potential for significant variance from year to year. For ease of administration and to provide more surety to developers, Staff recommends the 3% increase.

Infill Areas Discount

As previously directed to Staff, there is also the possibility to prioritize development in Infill Areas. The Comprehensive Plan identifies a recommended “Infill Area” that generally 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 infrastructure is in place including streets, parks, and utilities.

Development in these areas utilizes the City's core infrastructure while development in the rest of the City utilizes core infrastructure in addition to neighborhood-specific infrastructure or capacity increases. This idea can be applied to each impact fee to justify lower impact fees for Infill Areas.

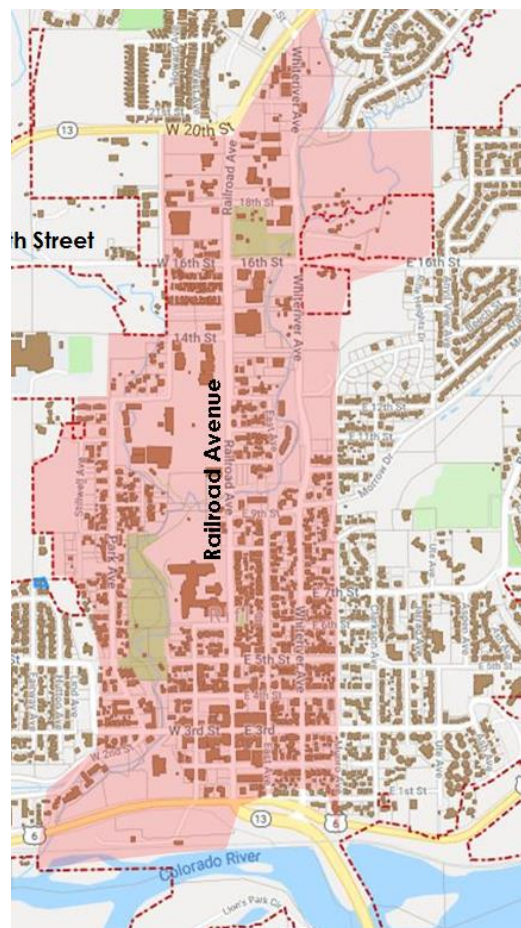
Staff recommends a 20% decrease for Impact Fees in this area. This decrease would make a significant difference in overall impact fees due, but would still ensure that these areas contribute to overall growth costs.

Feedback was received from a developer that the Infill Area should be expanded to the east to Birch Avenue. This would make additional parcels eligible for the infill waiver. Staff is not supportive of this request because these parcels will generally require more street improvements and will not be able to take advantage of the existing core infrastructure as effectively as the proposed map.

Smaller Homes EQR

Previously Staff had recommended that the EQR Table is amended to account for small patio-homes. 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.

The Utilities Department reviewed this request and indicated that while the smaller residences do use less water, the price of installation (for tap saddles, meters, and meter pits) does not change based on the house and lot size. They do not support the request for decreased EQR's and indicated that the decreased water usage would benefit the residences in the long-term with decreased rates.



COMPARISON TO OTHER MUNICIPALITIES

Development Fees for a Single-Family Home in Rifle and Neighboring Municipalities							
	Total	Water	Sewer	School	Parks	EMS	Streets
Rifle	\$22,669	\$5,743	\$6,382		\$3,450		\$7,094
Glenwood	\$20,408	\$5,240	\$5,632	\$2,471	\$5,775	\$1,290	
Gypsum	\$13,000	6,000	7,000	**	**	**	
Silt	\$17,897	\$6,500	\$6,500		\$895.44		\$500
New Castle	\$14,095	\$6,000	\$6,000		\$500		\$1,595
Eagle	\$26,909	\$12,243	\$10,000			\$3,650	\$1,016
Carbondale*	\$11,210	\$6,060	\$4,420	**	**	\$730	
Grand Junction***	\$15,600-\$19,564	\$5,067	\$5,180		\$1,260	\$1,015	\$3,078-\$7,042****
*Based off previous fee study **Fee charged at Final Plat *** Based on future changes ****Depends on square footage of residence							

As shown in the table above, most of the City of Rifle's fees are generally in line with neighboring jurisdictions. However, the Street impact fees are higher than most other municipalities.

Council asked Staff to research the amount of fees that were charged at Building Permit vs. Subdivision in other jurisdictions. The City of Rifle's impact fee structure requires that most of the fees are due at the issuance of Building Permit. Generally, other jurisdictions charge more fees at Final Plat than the City of Rifle. Staff has reviewed the following jurisdictions:

Town of Silt

- Charges a Construction Impact fee equal to \$500 per unit at Subdivision
- Includes a Water Rights Dedication Fee for Domestic and Irrigation Water which is equal to \$1,429.22 per EQR
- All other fees are charged at Building Permit

Town of New Castle

- Charges a Raw Water and Water dedication fee that is due at Annexation or Final Plat that is equal to approximately \$10,000.
- The remainder is due at Building Permit.

City of Glenwood Springs

- Charges fees at Building Permit.

Town of Eagle

- Charges fees at Building Permit.

Town of Carbondale

- Charges parks fee of \$700 per dwelling unit at Final Plat.
- Charges fee or requires land dedication for schools at Final Plat.

Town of Gypsum

- Charges \$7,000/EQR for water right dedication fees at Final Plat
- \$1,144.59/ dwelling unit at Final Plat for Fire Protection Fee
- \$240.94 / dwelling unit at Final Plat for Emergency Medical Service Fee
- \$1,174 / dwelling unit at Final Plat for public purpose land

OUTREACH TO DEVELOPMENT COMMUNITY

While reviewing the updates to development impact fees, Staff reached-out to members of the development community in a number of ways. Multiple emails with a draft of this memo were sent to every company who has a residential, commercial, or combined, contractor's license on file with the City. Additionally, Staff posted a notice requesting feedback at the front counter and mentioned the fee updates when contractors stopped in for other business.

The only feedback received was input that the infill area should extend to the east and Birch Avenue. Otherwise, Staff did not receive any additional comments from developers or contractors.

POSSIBLE FEE UPDATES

City of Rifle Impact Fees			
	Current	Identified Maximum	Staff Recommendation
Water	\$5743.27 per EQR	\$7281 per EQR	\$5,743.27
Wastewater	\$6382.37	\$5657 per EQR	\$5,657
Parks	\$3450.74	\$3450.74	No Change
Streets	\$7094 per SF \$4354.82 per MF	\$2073 - \$8456 per SF \$4354.82 per MF	Staff recommends a fee of no higher than existing \$7094

Staff also recommends:

- Decreasing the overall fee escalation from 5% to 3%.
- Including a discount in Water, Wastewater, and Streets fees of 20% for projects that occur within the infill area.

CITY OF RIFLE, COLORADO
ORDINANCE NO. 7
SERIES OF 2021

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING
APPENDIX A TO THE RIFLE MUNICIPAL CODE REGARDING
DEVELOPMENT IMPACT FEES AND ENACTING A NEW SECTION 16-1-
105 TO PROVIDE INCENTIVE FOR INFILL DEVELOPMENT.

WHEREAS, the City Council of the City of Rifle requested a Water and Wastewater Utility Rate Study (“Rate Study”) to ensure the fees charged by the City are fair and equitable, yet adequate to meet the City’s needs into the future; and

WHEREAS, the City commissioned Raftelis Consultants to prepare the Rate Study, which the City Council formally adopted by Resolution No. 4, Series of 2021; and

WHEREAS, following numerous workshops and discussions on development impact fees, the City Council finds and determines that it is in the best interests of the citizens of Rifle to amend the fees for Sections 13-4-70, 13-4-90 and 16-1-100 at Appendix A of the Rifle Municipal Code (the “Code” or “RMC”) accordingly, and enact a new Section 16-1-105 to the Rifle Municipal Code to provide an incentive for infill development.

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 following fees in the Code at Appendix A for RMC Sections 13-4-70, 13-4-90, and 16-1-100 are hereby repealed and reenacted to read as follows effective October 1, 2021:

13-4-70	Water system improvement fees	
	Water system improvement fee (in-City), per EQR *this fee shall increase on January 1 of each calendar year by 3% commencing in 2022	\$5,743
	(b) Water system improvement fee, outside City. Note: The increased rate for out-of-City use shall not apply to those areas outside of the corporate limits of the City which are served by a contract that expressly establishes different rules with regard to the water system improvement fees due for service to such area.	150% if in-City rate
13-4-90	Wastewater system improvement fees and surcharge	
	(a) Wastewater system improvement fees	\$5,657

	*this fee shall increase on January 1 of each calendar year by 3% commencing in 2022	
	(b) Wastewater system improvement fee, outside City. Note: The increased rate for out-of-City use shall not apply to those areas outside of the corporate limits of the City which are served by a contract that expressly establishes different rules with regard to the wastewater system improvement fees due for service to such area.	150% of in-City rate
	(c) Manufacturing/industrial discharge premium: See Subsection 13-4-90(c) for a discharge premium applied to sewer users - including but not limited to industrial or manufacturing users - who contribute sewage that is stronger than average residential sewage.	
	(d) Surcharge. See Subsection 13-4-90(d) for an additional charge applied to users who connect to the City's County Road 346 project.	
16-1-100	Offsite street impact fees:	
	Single family dwelling unit	\$5,859
	Multi-family dwelling unit	\$4,355
	Nonresidential units or land use	Case by case basis based on traffic impact study
	The escalation of off-site street impact fees or any fee adjustments shall be subject to Section 16-1-100.	

Section 3. Section 16-1-100(a) of the Rifle Municipal Code is hereby amended to read as follows with with underlined text added and ~~strikeout~~ language deleted:

Sec. 16-1-100. - Off-site street impact fee.

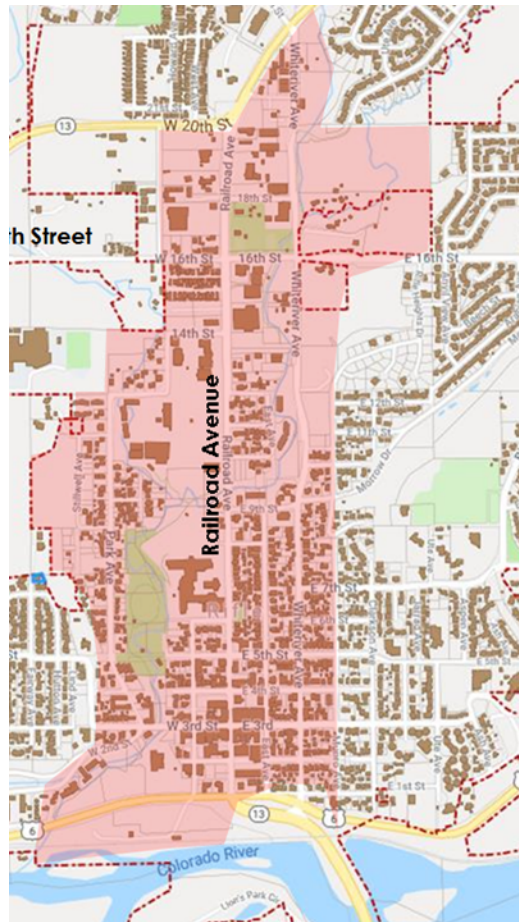
- (a) General requirements. For every residential, commercial or industrial subdivision, every commercial or industrial land use that involves heavy truck traffic (exceeding ten thousand [10,000] Gross Vehicle Weight) making an average of three (3) or more weekly trips, and every residential, commercial or industrial building in the City, there is hereby established an off-site street impact fee which shall be imposed pursuant to the provisions of this Article for the purpose of funding street improvements related to the provision of transportation services; provided, however, that this provision shall not apply to any property that is obligated to pay an off-site street impact fee pursuant to an annexation agreement or other

development agreement with the City. The amounts of applicable off-site street impact fees shall be as set forth in Appendix A to this Code. Such fees shall automatically escalate at a rate of ~~five percent (5%)~~ (53%) per annum commencing January 1, 2022, unless increased or decreased by resolution adopted by the City Council.

Section 4. A new Section 16-1-105 of the Rifle Municipal Code is hereby enacted to read as follows:

Sec. 16-1-105. – Reduced impact fees for infill development.

The water system improvement fee set forth in Section 13-4-70, the wastewater system improvement fee set forth in Section 13-4-90 and the offsite street improvement fee set forth in Section 16-1-100 shall all be reduced by 20% for building permits issued in the infill development area shown on the following Figure 16-1-105-1:



INTRODUCED, on August 4, 2021, 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 August 18, 2021, approved without amendments, and ordered published in full as required by the Charter.

CITY OF RIFLE, COLORADO

By

Mayor

ATTEST:

City Clerk



Agenda Item #5.h.

Agenda Item Name:

Consider Minutes of the July 21, 2021, Regular Meeting

Presenter:

Misty Williams, Administrative Assistant

Item Description:

Minutes of the July 21, 2021, Regular Meeting

Recommended Action:

Approve the minutes of the July 21, 2021, City Council Regular Meeting

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

None

Executive Summary:

Minutes of the July 21, 2021, Regular Meeting

Notification Requirements:

None

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. 07.21.2021 Minutes



RIFLE CITY COUNCIL

REGULAR MEETING

July 21, 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.

Present at Roll Call:

Mayor Barb Clifton, Councilor Joe Carpenter, Councilor Brian Condie, Councilor Clint Hostettler and Councilor Ed Green.

Councilor Clint Hostettler motioned to excuse Mayor Pro Tem Theresa Hamilton and Councilor Sean Strobe, seconded by Councilor Brian Condie.

Roll Call: Yes - Barb Clifton, Joe Carpenter, Brian Condie, Clint Hostettler and Ed Green;

No - None

Others Present:

City Manager Scott Hahn, City Attorney Jim Neu, City Clerk Misty Williams, Rifle Community Television (RCTV) Salvador Tovar-Guzman, Civil Engineer Craig Spaulding, Senior Center Director Tami Sours, Utilities Director Robert Burns, Chief of Police Tommy Klein, Officer Kelli Litzau, family and friends of Officer Litzau, Kirk Knowles, Tamara Degler, Rhonda Hunter, and Nicole Wallace.

PUBLIC COMMENT

Public comments were heard from Tamara Degler, Rhonda Hunter and Nicole Wallace regarding their concerns with the downtown construction project.

CONSENT AGENDA – CONSIDER APPROVING THE FOLLOWING ITEMS:

- A. Consider Minutes of the July 7, 2021, Regular Meeting
- B. Consider Liquor License Renewal for Plaza Liquors, LLC dba Plaza Liquors
- C. Consider Changing Vendor Providing Management of City Retirement Plans 2022
- D. Budget Calendar - Resolution No. 5, Series of 2021

Councilor Brian Condie moved to approve Consent Agenda Items A, B, C, and D; seconded by Councilor Joe Carpenter.

Roll Call: Yes - Barb Clifton, Joe Carpenter, Brian Condie, Clint Hostettler and Ed Green;

No - None

PRESENTATION

Promotion of Officer Kelli Litzau to Corporal

Chief of Police Tommy Klein introduced Officer Kelli Litzau, and gave a brief summary of Officer Litzau's accomplishments. Officer Litzau's sons Owen and Cole were present to assist with applying her new pins to her uniform. Mayor Clifton presented Corporal Litzau with a plaque of recognition from the City of Rifle.

PUBLIC HEARING

(Acting As Liquor Licensing Authority) Public Hearing - Transfer of Ownership Application to transfer Flying K, Inc. dba Texan Bar's Tavern Liquor License to Rifle Bar, LLC, dba Rifle Bar
Mayor Barb Clifton opened the public hearing.

Applicants Armando and Maria Vidrio were sworn in, and presented a Transfer of Ownership application for Rifle Bar, LLC, dba Rifle Bar located at 127 East 3rd Street, Rifle, CO.

City Clerk Misty Williams stated that Rifle Bar, LLC dba Rifle Bar submitted a Transfer of Ownership application on May 6, 2021, to transfer the Tavern Liquor License held by Flying K, Inc. dba Texan Bar to the Rifle Bar. The public hearing for this application was properly noticed, the application is complete, the appropriate fees have been paid, and a petition that reflected the neighborhood's needs and desires was also submitted. A Temporary Permit was issued on May 13, 2021 and is valid through September 10, 2021 or until the Transfer of Ownership is granted by the State of Colorado, whichever comes first. An inspection of the premise will be conducted upon license approval from the State of Colorado. Staff recommends approval of the Transfer of Ownership application for Rifle Bar, LLC dba Rifle Bar.

The applicants explained their plans for the Rifle Bar and answered questions from Council.

No public comments were heard.

Mayor Barb Clifton closed the public hearing.

Councilor Clint Hostettler moved to approve the Transfer of Ownership Application to transfer the Flying K, Inc. dba Texan Bar Tavern Liquor License to the Rifle Bar, LLC dba Rifle Bar; seconded by Councilor Brian Condie.

Roll Call: Yes - Barb Clifton, Joe Carpenter, Brian Condie, Clint Hostettler and Ed Green;
No - None

REGULAR AGENDA

Consider Approval of Clarifier Coating at Wastewater Reclamation Facility

Utilities Director Robert Burns explained that coating the wastewater clarifiers is necessary, to help protect them from corrosion. Clarifier Three was scheduled to receive coating in 2020, but due to COVID, was delayed until this year. The coating project was put out to bid, but the City only received one response. The bid was from WSB Coatings in the amount of \$36,786.00 to coat Clarifier Number Three. Staff recommends approval of the purchase order to WSB Coatings in the amount of \$36,786.00.

Councilor Ed Green moved to approve the purchase order to WSB Coatings in the amount of \$36,786.00; seconded by Councilor Brian Condie.

Roll Call: Yes - Barb Clifton, Joe Carpenter, Brian Condie, Clint Hostettler and Ed Green;
No - None

Consider Approval of Standard Purchase Contract for Senior Meals

Senior Center Director Tami Sours explained that this is a Standard Purchase Contract for services for preparation of senior meals for New Castle, Silt, Rifle and Parachute. This contract will reimburse the City of Rifle \$10.25 per meal ordered for all meal sites with an annual cap of \$169,125.00. This cap should be enough to cover meals for the contract term of July 1, 2021 thru June 30, 2022. For the past few years, we have received reimbursement in the amount of \$7.25 per meal for New Castle, Silt and Rifle

and \$8.00 per meal for Parachute. Staff recommends approval of the Standard Purchase Contract for Senior Meals.

Councilor Clint Hostettler moved to approve the Standard Purchase Contract for the preparation of senior meals with Garfield County; seconded by Councilor Joe Carpenter.

Roll Call: Yes - Barb Clifton, Joe Carpenter, Brian Condie, Clint Hostettler and Ed Green;
No - None

Administrative Reports

A report was heard from Craig Spaulding and Kirk Knowles on the Downtown Construction Project. Reports were also heard from City Manager Scott Hahn, City Clerk Misty Williams, and Chief of Police Tommy Klein.

Comments from Mayor and Council

Comments were heard from Councilors Hostettler, Carpenter, Condie and Mayor Clifton.

Adjournment

Meeting adjourned at 8:15 p.m.

Misty Williams
City Clerk

Barb Clifton
Mayor



Agenda Item #5.i.

Agenda Item Name:

Consider Minutes of the August 4, 2021, Regular Meeting

Presenter:

Misty Williams, Administrative Assistant

Item Description:

Minutes of the August 4, 2021, Regular Meeting

Recommended Action:

Approve the minutes of the August 4, 2021, City Council Regular Meeting

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

None

Executive Summary:

Minutes of the August 4, 2021, Regular Meeting

Notification Requirements:

None

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. 08.04.2021 Minutes



RIFLE CITY COUNCIL

REGULAR MEETING

August 4, 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.

Present at Roll Call:

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

Councilor Sean Strode motioned to excuse Councilor Brian Condie, seconded by Councilor Theresa Hamilton.

Roll Call: Yes - Barb Clifton, Joe Carpenter, Theresa Hamilton, Clint Hostettler, Ed Green and Sean Strode. No - None

Others Present:

Chief of Police Tommy Klein, City Attorney Jim Neu, City Clerk Misty Williams, Rifle Community Television (RCTV) Michael Churchill, Civil Engineer Craig Spaulding, Public Works Director Brian Prunty, Planning Director Patrick Waller, Brian Dow, and Kirk Knowles.

PUBLIC COMMENT

No public comments were heard.

CONSENT AGENDA – CONSIDER APPROVING THE FOLLOWING ITEMS:

- A. Consider Separation Agreement with City Manager Scott Hahn
- B. Consider Professional Services Agreement with Scott Hahn
- C. Designating Persons Authorized to Sign Checks - Resolution No. 6, Series of 2021

Councilor Theresa Hamilton moved to approve Consent Agenda Items A, B, and C; seconded by Councilor Sean Strode.

Roll Call: Yes - Barb Clifton, Joe Carpenter, Theresa Hamilton, Clint Hostettler, Ed Green and Sean Strode. No - None

PRESENTATION

Rifle Downtown Project Update

Craig Spaulding and Kirk Knowles provided an update on the Downtown Construction Project.

Council directed staff to schedule a Special Meeting to go over the downtown construction project schedule in more detail, as well as discuss the possibility of another round of grant funding for the downtown businesses affected by the construction project.

REGULAR AGENDA

Consider the appointment of Brian Dow to the City of Rifle Planning Commission

Planning Director Patrick Waller explained that the Planning Commission has one vacant seat available. Brian Dow expressed interest in being on the Commission. His application was presented to the Rifle

Planning Commission, and now needs final approval from City Council. Staff recommends approval of the appointment of Brian Dow to the City of Rifle Planning Commission.

Councilor Clint Hostettler moved to appointment of Brian Dow to Planning Commission; seconded by Councilor Joe Carpenter.

Roll Call: Yes - Barb Clifton, Joe Carpenter, Theresa Hamilton, Clint Hostettler, Ed Green and Sean Strode. No - None

Consider Amending Development Impact Fees - Ordinance No. 7, Series of 2021 - 1st Reading

Planning Director Patrick Waller explained that Ordinance No. 7, Series of 2021 would amend the development impact fees for the City of Rifle. These amendments are the result of studies conducted on various local municipalities, as well the Water and Wastewater Rate study completed earlier this year. Changes would include adjustments to the wastewater system improvement fees and the offsite street impact fees for single family dwellings, and would become effective October 1, 2021. Staff recommends approval of Ordinance No. 7, Series of 2021 – Amending Development Impact Fees.

Councilor Theresa Hamilton moved to approve Ordinance No. 7, Series of 2021 on first reading as presented and order it to be published by title as required by charter; seconded by Councilor Sean Strode. Roll Call: Yes - Barb Clifton, Joe Carpenter, Theresa Hamilton, Clint Hostettler, Ed Green and Sean Strode. No - None

Administrative Reports

Reports were heard from Chief of Police Tommy Klein, City Attorney Jim Neu, and Public Works Director Brian Prunty.

Comments from Mayor and Council

Comments were heard from Councilors Strode, Hostettler, Hamilton, Carpenter, and Mayor Clifton.

Adjournment

Meeting adjourned at 8:14 p.m.

Misty Williams
City Clerk

Barb Clifton
Mayor



Agenda Item #5.j.

Agenda Item Name:

Consider Minutes of the August 9, 2021, Special Meeting

Presenter:

Misty Williams, Administrative Assistant

Item Description:

Minutes of the August 9, 2021, Special Meeting

Recommended Action:

Approve the minutes of the August 9, 2021, Special Meeting

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

None

Executive Summary:

Minutes of the August 9, 2021, Special Meeting

Notification Requirements:

None

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. 08.09.2021 Minutes - Special Meeting



RIFLE CITY COUNCIL

SPECIAL MEETING

August 9, 2021

5:00 p.m.

202 Railroad Avenue, Rifle, CO

CALL TO ORDER & ROLL CALL

A special meeting of the Rifle City Council was called to order at 5:00 p.m. by Mayor Barb Clifton.

Present at Roll Call:

Mayor Barb Clifton, Councilor Theresa Hamilton, Councilor Joe Carpenter, Councilor Clint Hostettler, Councilor Ed Green and Councilor Sean Strobe.

Councilor Theresa Hamilton motioned to excuse Councilor Brian Condie, seconded by Councilor Sean Strobe.

Roll Call: Yes - Barb Clifton, Theresa Hamilton, Joe Carpenter, Clint Hostettler, Ed Green and Sean Strobe No - None

Others Present:

Interim City Manager / Chief of Police Tommy Klein, City Clerk Misty Williams, Civil Engineer Craig Spaulding, Public Works Director Brian Prunty, Main Street Manager Kim Burner, Paul Martinez and Danny Martinez.

PUBLIC COMMENT

No public comments were heard.

PRESENTATION

Receive Update from KSK on Rifle Downtown Project Schedule

City Engineer Craig Spaulding and Martinez Western/KSK representative Paul Martinez gave Council an update on the Rifle Downtown Project Schedule. Railroad Avenue will remain open until the work on East 3rd Street is completed. Work on 4th Street will begin once 3rd street is completed. The intersection of 4th and Railroad will need to be closed for a period of time to complete work there, with access to 4th Street available on East Avenue. The Downtown Project schedule will be extended from the October 7, 2021 to October 13, 2021, due to necessary change orders.

Councilor Theresa Hamilton moved to amend the contract to extend the end date to October 13, 2021 and authorize city manager to sign any necessary documents; seconded by Sean Strobe.

Roll Call: Yes - Barb Clifton, Theresa Hamilton, Joe Carpenter, Clint Hostettler, Ed Green and Sean Strobe No - None

REGULAR AGENDA

Consider Grants for Downtown Businesses

Interim City Manager / Chief of Police Tommy Klein explained that \$70,000 has been made available from the General Fund to assist the downtown businesses affected by the construction project. This amount would cover all costs associated with the new round of grants, as well as allow for a \$6,000 contingency. Any funds not utilized during this grant process will be returned to the General Fund. The grant process for distributing funds to the downtown businesses would be administered through the Rifle Regional Economic Development Corporation. Applicants that meet the necessary qualifications would be eligible

Rifle City Council Special Meeting August 9, 2021

for \$2,000 per business. The funds would be distributed through the Rifle Regional Economic Development Corporation as well.

Councilor Theresa Hamilton moved to approve the funding of grants in the amount of up to \$2,000 for qualified businesses in the defined area with the total expenditure not to exceed \$70,000 to be funded by the General Fund; seconded by Councilor Joe Carpenter.

Roll Call: Yes - Barb Clifton, Theresa Hamilton, Joe Carpenter, Clint Hostettler, Ed Green and Sean Strode No - None

Adjournment

Meeting adjourned at 5:18 p.m.

Misty Williams
Interim City Clerk

Barb Clifton
Mayor



Agenda Item #5.k.

Agenda Item Name:

Consider Supporting Mini Grant Application To The Garfield County Federal Mineral Lease District For Trail Maintenance of the South Rifle Trail – Resolution No. 8, Series of 2021

Presenter:

Craig Spaulding, Civil Engineer

Item Description:

Consider Supporting Mini Grant Application To The Garfield County Federal Mineral Lease District For Trail Maintenance of the South Rifle Trail – Resolution No. 8, Series of 2021

Recommended Action:

Move to approve supporting the Mini Grant application the Garfield County FMLD for trail maintenance on the South Rifle Trail.

Fiscal Impact:

Operational Impact:

Prior Board Motions:

Background Information:

Executive Summary:

Notification Requirements:

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. Resolution No. 8-GCFMLD Mini Grant-Rifle South Trail

**CITY OF RIFLE, COLORADO
RESOLUTION NO. 8
SERIES 2021**

A RESOLUTION OF THE CITY OF RIFLE, COLORADO SUPPORTING A
MINI GRANT APPLICATION TO THE GARFIELD COUNTY FEDERAL
MINERAL LEASE DISTRICT FOR RIFLE SOUTH TRAIL IMPROVEMENTS

WHEREAS, the City of Rifle is a political subdivision of the State of Colorado, and therefore an eligible applicant for a grant awarded by the Garfield County Federal Mineral Lease District (“GCFMLD”); and

WHEREAS, the City of Rifle has submitted a Grant Application requesting a total award of \$25,000 for Rifle South Trail Improvements (the “Project”); and

WHEREAS, the City Council of the City of Rifle supports the completion of the Project if a grant is awarded by the GCFMLD.

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

1. The above recitals are hereby incorporated as findings by the City of Rifle.
2. The City Council strongly supports, and the City Manager is hereby authorized to submit, the Grant Application for a mini grant with the GCFMLD for the Project.
3. The Project site is owned by the City of Rifle and will be owned by the City of Rifle for the next 25 years. The City of Rifle will continue to maintain the Project in a high-quality condition and will appropriate funds for maintenance annually.
4. If a grant is awarded, the City of Rifle hereby authorizes the City Manager to sign a Grant Agreement with the GCFMLD and authorizes the expenditure of funds necessary to meet the terms and obligations of the Grant Agreement.

THIS RESOLUTION was read, passed, and adopted by the Rifle City Council at a regular meeting held this 18th day of August 2021.

ATTEST:

CITY OF RIFLE, COLORADO

By _____
City Clerk

By _____
Mayor



Agenda Item #7.a.

Agenda Item Name:

Presentation of Second Quarter Financial Results

Presenter:

Michelle Duran, Finance Director

Item Description:

Brief overview of financial results for the 2nd quarter of 2021.

Recommended Action:

none

Fiscal Impact:

Operational Impact:

Prior Board Motions:

Background Information:

Executive Summary:

Income statements for all funds are included. Balance sheets are included to allow for review of Fund Balances by fund. Expenses in general are on track, except in cases where unanticipated expenditures were made by council, and those will be addressed with supplemental appropriations. The final reimbursements of CARES act funds have been received; those also to be reflected in the Supplemental budget as unanticipated revenue. The first tranche of ARPA funding was received in July, so will be reflected in the third quarter report.

Notification Requirements:

Prepared By:

Michelle Duran, Finance Director

Attachments:

1. 2nd qtr 2021 statements
2. 2nd qtr BS financials
3. 2nd qtr presentation

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
GENERAL REVENUES	3,143,416.68	5,203,101.16	8,425,510.09	3,222,408.93	61.8
	3,143,416.68	5,203,101.16	8,425,510.09	3,222,408.93	61.8
<u>EXPENDITURES</u>					
MAYOR/COUNCIL	94,386.91	165,774.48	118,523.73	(47,250.75)	139.9
MUNICIPAL COURT	52,149.54	103,903.38	244,436.74	140,533.36	42.5
CITY MANAGER	155,899.06	303,527.69	635,071.76	331,544.07	47.8
FINANCE	133,786.74	262,455.35	601,013.65	338,558.30	43.7
ATTORNEY	57,130.50	109,630.50	285,000.00	175,369.50	38.5
COMMUNITY DEVELOPMENT	76,962.95	193,658.76	448,267.33	254,608.57	43.2
GROUPS AND FACILITY MAINT.	126,385.99	251,185.22	495,016.45	243,831.23	50.7
COMMUNITY INVOLVEMT MULTIMEDI	50,112.65	119,551.03	238,560.42	119,009.39	50.1
POLICE	733,037.68	1,445,916.55	3,309,513.43	1,863,596.88	43.7
BUILDING INSPECTIONS	32,760.84	63,478.64	93,048.23	29,569.59	68.2
PUBLIC WORKS	351,356.88	715,251.17	1,900,783.39	1,185,532.22	37.6
SENIOR CENTER	95,866.13	185,523.59	408,790.34	223,266.75	45.4
NON DEPARTMENTAL	212,908.58	442,626.99	530,081.00	87,454.01	83.5
OPERATING TRANSFERS OUT	5,000.00	5,000.00	152,000.00	147,000.00	3.3
	2,177,744.45	4,367,483.35	9,460,106.47	5,092,623.12	46.2
	965,672.23	835,617.81	(1,034,596.38)	(1,870,214.19)	80.8

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

STREET IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
GENERAL REVENUES	519,616.08	738,580.86	3,349,718.56	2,611,137.70	22.1
CAPITAL REVENUES	9,052.26	26,283.08	120,000.00	93,716.92	21.9
	<u>528,668.34</u>	<u>764,863.94</u>	<u>3,469,718.56</u>	<u>2,704,854.62</u>	<u>22.0</u>
<u>EXPENDITURES</u>					
PAVED STREETS	97,278.18	170,088.93	1,852,112.78	1,682,023.85	9.2
CONSTRUCTION PROJECT	2,449,981.23	2,948,129.98	4,253,000.00	1,304,870.02	69.3
	<u>2,547,259.41</u>	<u>3,118,218.91</u>	<u>6,105,112.78</u>	<u>2,986,893.87</u>	<u>51.1</u>
	<u>(2,018,591.07)</u>	<u>(2,353,354.97)</u>	<u>(2,635,394.22)</u>	<u>(282,039.25)</u>	<u>(89.3)</u>

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

CONSERVATION TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
CONSERVATION TRUST REVENUE	34,626.11	61,317.31	91,800.00	30,482.69	66.8
	34,626.11	61,317.31	91,800.00	30,482.69	66.8
<u>EXPENDITURES</u>					
CONSERVATION TRUST	50,000.00	50,000.00	50,000.00	.00	100.0
	50,000.00	50,000.00	50,000.00	.00	100.0
	(15,373.89)	11,317.31	41,800.00	30,482.69	27.1

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

VISITOR IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
VISITOR IMPROVEMENT	111,351.43	124,256.91	275,332.00	151,075.09	45.1
	111,351.43	124,256.91	275,332.00	151,075.09	45.1
<u>EXPENDITURES</u>					
VISITOR IMPROVEMENT	94,123.09	154,504.84	302,427.00	147,922.16	51.1
	94,123.09	154,504.84	302,427.00	147,922.16	51.1
	17,228.34	(30,247.93)	(27,095.00)	3,152.93	(111.6)

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

DOWNTOWN DEVELOPMENT DISTRICT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
DOWNTOWN DEVELOPMENT	30,090.37	40,429.26	54,075.00	13,645.74	74.8
	30,090.37	40,429.26	54,075.00	13,645.74	74.8
<u>EXPENDITURES</u>					
DOWNTOWN DEVELOPMENT	7,039.20	15,801.15	52,902.00	37,100.85	29.9
	7,039.20	15,801.15	52,902.00	37,100.85	29.9
	23,051.17	24,628.11	1,173.00	(23,455.11)	2099.6

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
CAPITAL REVENUE	13,181.14	14,176.84	36,000.00	21,823.16	39.4
	13,181.14	14,176.84	36,000.00	21,823.16	39.4
<u>EXPENDITURES</u>					
CAPITAL IMPROVEMENTS	44,850.23	82,736.90	325,000.00	242,263.10	25.5
	44,850.23	82,736.90	325,000.00	242,263.10	25.5
	(31,669.09)	(68,560.06)	(289,000.00)	(220,439.94)	(23.7)

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

TOURISM & INDUSTRY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TOURISM & INDUSTRY	127,297.85	218,508.63	337,575.28	119,066.65	64.7
	127,297.85	218,508.63	337,575.28	119,066.65	64.7
<u>EXPENDITURES</u>					
TOURISM & INDUSTRY	60,286.18	122,336.70	421,254.04	298,917.34	29.0
	60,286.18	122,336.70	421,254.04	298,917.34	29.0
	67,011.67	96,171.93	(83,678.76)	(179,850.69)	114.9

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

URBAN RENEWAL AUTHORITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
URBAN RENEWAL	69,125.61	95,043.91	163,900.00	68,856.09	58.0
	69,125.61	95,043.91	163,900.00	68,856.09	58.0
<u>EXPENDITURES</u>					
URBAN RENEWAL	.00	.00	325,000.00	325,000.00	.0
	.00	.00	325,000.00	325,000.00	.0
	69,125.61	95,043.91	(161,100.00)	(256,143.91)	59.0

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

PARKS & RECREATION

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
PARKS AND REC REVENUE	1,181,544.12	1,637,570.26	2,757,525.42	1,119,955.16	59.4
	1,181,544.12	1,637,570.26	2,757,525.42	1,119,955.16	59.4
<u>EXPENDITURES</u>					
RECREATION	121,641.74	229,402.72	656,827.03	427,424.31	34.9
POOL	137,572.30	158,489.22	526,731.07	368,241.85	30.1
PARK MAINTENANCE	314,016.15	548,445.22	1,476,629.23	928,184.01	37.1
PARKS CAPITAL	144,958.04	146,428.33	315,000.00	168,571.67	46.5
NON-DEPARTMENTAL	5,281.91	63,868.67	88,063.00	24,194.33	72.5
	723,470.14	1,146,634.16	3,063,250.33	1,916,616.17	37.4
	458,073.98	490,936.10	(305,724.91)	(796,661.01)	160.6

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
WATER REVENUE	1,067,334.39	1,659,790.41	3,839,000.00	2,179,209.59	43.2
WATER RIGHTS REVENUE	15,244.40	21,481.54	47,000.00	25,518.46	45.7
CAPITAL REVENUE	196,142.83	311,012.73	600,000.00	288,987.27	51.8
WTP SALES & USE TAX REVENUES	863,259.15	1,253,693.63	2,332,198.97	1,078,505.34	53.8
	<u>2,141,980.77</u>	<u>3,245,978.31</u>	<u>6,818,198.97</u>	<u>3,572,220.66</u>	<u>47.6</u>
<u>EXPENDITURES</u>					
WATER O&H	462,596.39	1,013,118.11	2,228,169.89	1,215,051.78	45.5
WATER RIGHTS	5,557.98	10,923.96	110,000.00	99,076.04	9.9
WATER SYSTEM IMPROVEMENTS	828.83	828.83	1,525,000.00	1,524,171.17	.1
WATER TREATMENT PLANT DEBT	.00	567,515.89	1,443,404.87	875,888.98	39.3
WATER TANK DEBT	63,435.97	52,860.34	337,256.00	284,395.66	15.7
	<u>532,419.17</u>	<u>1,645,247.13</u>	<u>5,643,830.76</u>	<u>3,998,583.63</u>	<u>29.2</u>
	<u>1,609,561.60</u>	<u>1,600,731.18</u>	<u>1,174,368.21</u>	<u>(426,362.97)</u>	<u>136.3</u>

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
WASTE WATER REVENUE	934,382.94	1,894,575.91	3,893,214.00	1,998,638.09	48.7
WASTEWATER SYS IMPROVE	181,071.37	299,476.35	450,000.00	150,523.65	66.6
	<u>1,115,454.31</u>	<u>2,194,052.26</u>	<u>4,343,214.00</u>	<u>2,149,161.74</u>	<u>50.5</u>
<u>EXPENDITURES</u>					
SEWER O&H	338,310.05	1,149,904.37	2,996,362.52	1,846,458.15	38.4
SEWER SYSTEM IMPROVEMENTS	49,500.00	49,500.00	900,000.00	850,500.00	5.5
	<u>387,810.05</u>	<u>1,199,404.37</u>	<u>3,896,362.52</u>	<u>2,696,958.15</u>	<u>30.8</u>
	<u>727,644.26</u>	<u>994,647.89</u>	<u>446,851.48</u>	<u>(547,796.41)</u>	<u>222.6</u>

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

SANITATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
USER FEES	187,760.91	373,389.34	712,300.00	338,910.66	52.4
	187,760.91	373,389.34	712,300.00	338,910.66	52.4
<u>EXPENDITURES</u>					
SANITATION OPERATIONS	204,060.03	327,420.19	732,899.64	405,479.45	44.7
SANITATION TRANSFERS	2,000.00	2,000.00	2,000.00	.00	100.0
	206,060.03	329,420.19	734,899.64	405,479.45	44.8
	(18,299.12)	43,969.15	(22,599.64)	(66,568.79)	194.6

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

CEMETERY PERPETUAL CARE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
PERPETUAL CARE	7,127.21	15,815.61	5,200.00	(10,615.61)	304.2
	7,127.21	15,815.61	5,200.00	(10,615.61)	304.2
<u>EXPENDITURES</u>					
DEPARTMENT 4422	.00	.00	25,000.00	25,000.00	.0
	.00	.00	25,000.00	25,000.00	.0
	7,127.21	15,815.61	(19,800.00)	(35,615.61)	79.9

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

FLEET MAINTENANCE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERDEPT REVENUE	142,221.85	283,331.51	565,510.00	282,178.49	50.1
	142,221.85	283,331.51	565,510.00	282,178.49	50.1
<u>EXPENDITURES</u>					
FLEET MAINTENANCE	96,828.01	159,425.89	406,260.27	246,834.38	39.2
CAPITAL	48,224.18	48,224.18	488,000.00	439,775.82	9.9
	145,052.19	207,650.07	894,260.27	686,610.20	23.2
	(2,830.34)	75,681.44	(328,750.27)	(404,431.71)	23.0

CITY OF RIFLE
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2021

INFORMATION TECH MAINTENANCE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERDEPT REVENUES	197,010.64	394,860.41	790,900.00	396,039.59	49.9
I.T. LOAN REVENUES	.00	.00	147,000.00	147,000.00	.0
	<u>197,010.64</u>	<u>394,860.41</u>	<u>937,900.00</u>	<u>543,039.59</u>	<u>42.1</u>
<u>EXPENDITURES</u>					
I.T. MAINTENANCE	170,093.38	430,985.24	810,162.32	379,177.08	53.2
I.T. CAPITAL	72,526.40	72,526.40	147,000.00	74,473.60	49.3
	<u>242,619.78</u>	<u>503,511.64</u>	<u>957,162.32</u>	<u>453,650.68</u>	<u>52.6</u>
	<u>(45,609.14)</u>	<u>(108,651.23)</u>	<u>(19,262.32)</u>	<u>89,388.91</u>	<u>(564.1)</u>

CITY OF RIFLE
COMBINED CASH INVESTMENT
JUNE 30, 2021

COMBINED CASH ACCOUNTS

001-002-000	OPERATING CHECKING	1,829,978.17
001-004-002	COLOTRUST-PRIME	9,162,978.48
001-004-003	CSAFE-GENERAL	2,608,744.79
001-004-004	CSAFE-CORE LT	10,922,130.16
001-004-007	AMERICAN NATIONAL BANK	3,200,473.91
001-004-008	AMERICAN NATIONAL BANK CD'S	203,549.39
001-004-009	BANK OF COLORADO	276,500.64
001-004-011	BANK OF COLORADO CD'S	760,837.44
001-004-014	ALPINE BANK INVESTMENT ACCOUNT	993,480.31
001-004-110	INVESTMENTS AXA	10,862,865.37
001-004-179	XPRESS DEPOSIT ACCOUNT	69,778.34
TOTAL COMBINED CASH		40,891,317.00
001-201-000	UM-A/P CASH CLEARING ACCOUNT	(102.33)
001-001-000	CASH ALLOCATED TO OTHER FUNDS	(40,891,214.67)
TOTAL UNALLOCATED CASH		.00

CASH ALLOCATION RECONCILIATION

100	ALLOCATION TO GENERAL FUND	7,607,712.02
201	ALLOCATION TO STREET IMPROVEMENT FUND	6,597,739.37
202	ALLOCATION TO CONSERVATION TRUST FUND	353,988.71
204	ALLOCATION TO VISITOR IMPROVEMENT FUND	172,124.93
205	ALLOCATION TO DOWNTOWN DEVELOPMENT DISTRICT	113,541.52
206	ALLOCATION TO CAPITAL IMPROVEMENT FUND	4,499,191.47
207	ALLOCATION TO TOURISM & INDUSTRY	855,983.20
208	ALLOCATION TO URBAN RENEWAL AUTHORITY FUND	278,859.13
210	ALLOCATION TO PARKS & RECREATION	2,291,260.92
310	ALLOCATION TO WATER FUND	12,551,864.69
320	ALLOCATION TO WASTEWATER FUND	4,920,208.10
330	ALLOCATION TO SANITATION FUND	127,311.43
401	ALLOCATION TO CEMETERY PERPETUAL CARE	278,387.10
610	ALLOCATION TO FLEET MAINTENANCE	433,520.63
620	ALLOCATION TO INFORMATION TECH MAINTENANCE	(189,983.11)
TOTAL ALLOCATIONS TO OTHER FUNDS		40,891,710.11
ALLOCATION FROM COMBINED CASH FUND - 001-001000		(40,891,214.67)
ZERO PROOF IF ALLOCATIONS BALANCE		495.44

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

GENERAL FUND

ASSETS

100-001-000	CASH IN BANK	7,607,712.02	
100-001-001	PETTY CASH - FINANCE	510.00	
100-001-002	PETTY CASH - POLICE DEPT	275.00	
100-001-003	PETTY CASH - MUNI COURT	200.00	
100-001-004	CASH DRAWER - UTE THEATRE	1,200.00	
100-001-005	PETTY CASH - UTE THEATRE	50.00	
100-005-001	PROPERTY TAXES RECEIVABLE	633,151.00	
100-005-110	UNALLOC SALES TAX	1,146,037.24	
100-005-130	UNALLOC USE TAX REC. MOTOR VEH	95,684.11	
100-015-002	AR-UM-UTE SANITATION COST RECO	51.35	
100-015-150	ACCT RECEIVABLE	10,448.01	
100-015-200	DEPOSITS VENDORS	528.15	
100-015-225	DEPOSIT POSTAGE ACCOUNT	1,320.96	
TOTAL ASSETS			9,497,167.84

LIABILITIES AND EQUITY

LIABILITIES

100-201-000	ACCOUNTS PAYABLE	10,347.74	
100-201-100	ACCOUNTS PAYABLE - ACCRUED	721.46	
100-202-001	ACCOUNT PAYABLE-FICA	(.46)	
100-202-003	ACCOUNTS PAYABLE-STATETAX	10.00	
100-202-006	ACCOUNTS PAYABLE-WRKCOMP	(37,902.44)	
100-202-007	ACCOUNTS PAYABLE-HEALTHIN	(17,125.65)	
100-202-008	ACCOUNTS PAY-CAF PLAN-MGIS	2,746.67	
100-202-009	ACCOUNTS PAYABLE - RETIREMENT	(627.94)	
100-202-014	ACCOUNTS PAYABLE-HRA	10,585.50	
100-202-015	ACCTS PAY. ST/CTY SALES TAXES	1,644.07	
100-204-000	LAND USE AND SIGN DEPOSIT	68,447.56	
100-204-060	STREET CUT PERMIT DEPOSITS	2,000.00	
100-204-200	CUSTOMER FEE CREDITS	20,000.00	
100-209-200	ARSON REWARD FUND ESCROW	5,263.89	
100-222-001	DEFERRED PROPERTY TAXES	633,151.00	
100-229-002	MUNICIPAL COURT DEPOSITS	5,807.22	
100-229-003	MUNI COURT-BONDS OUTSTANG	6,470.79	
TOTAL LIABILITIES			711,539.41

FUND EQUITY

100-253-000	FUND BALANCE AS OF JANUARY 1	7,662,887.69	
100-253-001	RESTRICTED - PARKLAND DEDICATI	158,500.70	
100-253-003	RESTRICTED - POLICE TRIDENT FO	2,472.07	
100-253-004	RESTRICTED - CHANNEL 10 CAPITA	24,953.90	
100-253-006	RESTRICTED - SENIOR CENTER	75,419.52	
100-253-007	RESTRICTED - SEN CTR SALES/CAN	25,776.74	

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

GENERAL FUND

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	835,617.81		
BALANCE - CURRENT DATE		835,617.81	
TOTAL FUND EQUITY			8,785,628.43
TOTAL LIABILITIES AND EQUITY			9,497,167.84

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

STREET IMPROVEMENT FUND

ASSETS

201-001-000	CASH IN BANK	6,597,739.37	
201-015-150	ACCT RECEIVABLE	500.00	
	TOTAL ASSETS		6,598,239.37

LIABILITIES AND EQUITY

LIABILITIES

201-201-000	ACCOUNTS PAYABLE	12,194.25	
201-202-006	ACCOUNTS PAYABLE-WRKCOMP	(164.50)	
201-202-007	ACCOUNTS PAYABLE-HEALTHIN	10,062.95	
201-206-000	RETAINAGE PAYABLE	245,590.15	
	TOTAL LIABILITIES		267,682.85

FUND EQUITY

201-253-000	FUND BALANCE AS OF JANUARY 1	8,683,911.49	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	(2,353,354.97)	
	BALANCE - CURRENT DATE	(2,353,354.97)	
	TOTAL FUND EQUITY		6,330,556.52
	TOTAL LIABILITIES AND EQUITY		6,598,239.37

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

CONSERVATION TRUST FUND

ASSETS

202-001-000	CASH IN BANK	353,988.71	
	TOTAL ASSETS		353,988.71

LIABILITIES AND EQUITY

FUND EQUITY

202-253-000	FUND BALANCE AS OF JANUARY 1	342,671.40	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	11,317.31	
	BALANCE - CURRENT DATE	11,317.31	
	TOTAL FUND EQUITY		353,988.71
	TOTAL LIABILITIES AND EQUITY		353,988.71

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

VISITOR IMPROVEMENT FUND

ASSETS

204-001-000	CASH IN BANK	172,124.93	
	TOTAL ASSETS		172,124.93

LIABILITIES AND EQUITY

FUND EQUITY

204-253-000	FUND BALANCE AS OF JANUARY 1	202,372.86	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	(30,247.93)	
	BALANCE - CURRENT DATE	(30,247.93)	
	TOTAL FUND EQUITY		172,124.93
	TOTAL LIABILITIES AND EQUITY		172,124.93

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

DOWNTOWN DEVELOPMENT DISTRICT

ASSETS

205-001-000	CASH IN BANK	113,541.52	
205-001-001	PETTY CASH - DDA	300.00	
205-005-001	PROPERTY TAXES RECEIVABLE	43,801.00	
	TOTAL ASSETS		157,642.52

LIABILITIES AND EQUITY

LIABILITIES

205-222-001	DEFERRED PROPERTY TAXES	43,801.00	
	TOTAL LIABILITIES		43,801.00

FUND EQUITY

205-253-000	FUND BALANCE AS OF JANUARY 1	89,213.41	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	24,628.11	
	BALANCE - CURRENT DATE	24,628.11	
	TOTAL FUND EQUITY		113,841.52
	TOTAL LIABILITIES AND EQUITY		157,642.52

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

CAPITAL IMPROVEMENT FUND

ASSETS

206-001-000	CASH IN BANK	4,499,191.47	
	TOTAL ASSETS		4,499,191.47

LIABILITIES AND EQUITY

FUND EQUITY

206-253-000	FUND BALANCE AS OF JANUARY 1	4,567,751.53	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	(68,560.06)	
	BALANCE - CURRENT DATE	(68,560.06)	
	TOTAL FUND EQUITY		4,499,191.47
	TOTAL LIABILITIES AND EQUITY		4,499,191.47

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

TOURISM & INDUSTRY

ASSETS

207-001-000	CASH IN BANK	855,983.20	
	TOTAL ASSETS		855,983.20

LIABILITIES AND EQUITY

LIABILITIES

207-202-001	ACCOUNT PAYABLE-FICA	.09	
207-202-006	ACCOUNTS PAYABLE-WRKCOMP	(1,094.54)	
207-204-070	UTE EVENT DEPOSITS	7,439.75	
207-204-201	REBATES PAYABLE	4,656.20	
207-204-900	CUSTOMER DEPOSITS	200.00	
	TOTAL LIABILITIES		11,201.50

FUND EQUITY

207-253-000	FUND BALANCE AS OF JANUARY 1	748,609.77	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	96,171.93	
	BALANCE - CURRENT DATE	96,171.93	
	TOTAL FUND EQUITY		844,781.70
	TOTAL LIABILITIES AND EQUITY		855,983.20

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

URBAN RENEWAL AUTHORITY FUND

ASSETS

208-001-000	CASH IN BANK	278,859.13	
	TOTAL ASSETS		278,859.13

LIABILITIES AND EQUITY

FUND EQUITY

208-253-000	FUND BALANCE AS OF JANUARY 1	183,815.22	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	95,043.91	
	BALANCE - CURRENT DATE	95,043.91	
	TOTAL FUND EQUITY		278,859.13
	TOTAL LIABILITIES AND EQUITY		278,859.13

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

PARKS & RECREATION

ASSETS

210-001-000	CASH IN BANK	2,291,260.92	
210-001-001	PETTY CASH - RECREATION	50.00	
210-001-002	PETTY CASH - RMP	100.00	
210-001-003	PETTY CASH - POOL	400.00	
210-001-100	CASH OVER/SHORT	(70.76)	
	TOTAL ASSETS		2,291,740.16

LIABILITIES AND EQUITY

LIABILITIES

210-201-000	ACCOUNTS PAYABLE	11,745.13	
210-202-006	ACCOUNTS PAYABLE-WRKCOMP	(14,246.84)	
210-202-007	ACCOUNTS PAYABLE-HEALTHIN	(2,615.12)	
210-202-008	ACCOUNTS PAY-CAF PLAN-MGIS	(127.58)	
210-202-014	ACCOUNTS PAYABLE-HRA	1,987.51	
210-204-901	SECURITY DEPOSITS	350.00	
210-206-000	RETAINAGE PAYABLE	5,403.16	
	TOTAL LIABILITIES		2,496.26

FUND EQUITY

210-253-000	FUND BALANCE AS OF JANUARY 1	1,792,334.64	
210-253-001	RESTRICTED - RMP	5,973.16	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	490,936.10	
	BALANCE - CURRENT DATE	490,936.10	
	TOTAL FUND EQUITY		2,289,243.90
	TOTAL LIABILITIES AND EQUITY		2,291,740.16

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

WATER FUND

ASSETS

310-001-000	CASH IN BANK	12,551,864.69	
310-015-000	ACCOUNTS RECEIVABLE	569,196.30	
310-015-003	ACCT RECEIVABLE-CONTRACT	35.33	
310-015-150	ACCT RECEIVABLE	19,180.82	
310-026-004	DEPOSITS	499.00	
310-041-001	INVENTORY-METERS	154,954.56	
310-041-002	INVENTORY-CHEMICALS	61,140.93	
310-061-000	LAND	1,179,840.04	
310-062-000	BUILDINGS	43,390,196.41	
310-062-001	BLDG-ACCUM DEPRECIATION	(9,507,830.33)	
310-063-000	IMPROVEMENTS OTHRTHNBLDGS	30,911,204.32	
310-063-001	IMPR-ACCUM DEPRECIATION	(9,209,461.52)	
310-064-000	MACHINERY & EQUIPMENT	1,821,310.58	
310-064-001	MACH-ACCUM DEPRECIATION	(1,523,246.43)	
310-066-000	WATER RIGHTS	651,351.66	
TOTAL ASSETS			71,070,236.36

LIABILITIES AND EQUITY

LIABILITIES

310-201-000	ACCOUNTS PAYABLE	16,561.26	
310-202-006	ACCOUNTS PAYABLE-WRKCOMP	(4,426.10)	
310-202-007	ACCOUNTS PAYABLE-HEALTHIN	(15,489.84)	
310-202-008	ACCOUNTS PAY-CAF PLAN-MGIS	206.06	
310-202-009	ACCOUNTS PAYABLE-RETIREMENT	.05	
310-202-013	ACCOUNTS PAYABLE-HSA	.01	
310-202-014	ACCOUNTS PAYABLE-HRA	(254.47)	
310-203-000	ACCRUED SALARIES	35,694.75	
310-203-001	COMP ABSENCES ST	2,098.00	
310-204-900	CUSTOMER DEPOSITS	10,000.00	
310-204-910	PREPAID TAP FEES	21,968.85	
310-222-000	WATER PLANT DEBT PREMIUM ISS.	940,751.57	
310-225-000	BONDS PAYABLE-CURRENT	210,000.00	
310-225-002	BONDS PAY-CP-CWRPDA D12A104	979,186.74	
310-225-003	BONDS PAY-CP-CWRPDA D12F104	94,641.33	
310-230-000	COMP ABSENCE - LT	39,871.00	
310-231-000	BONDS PAYABLE-NONCURRENT	3,800,000.00	
310-231-002	BONDS PAY-NC-CWRPDA D12A104	14,608,735.75	
310-231-003	BONDS PAY-NC-CWRPDA D12F104	1,175,410.65	
TOTAL LIABILITIES			21,914,955.61

FUND EQUITY

310-279-000	RETAINED EARNINGS AS OF JAN. 1	47,036,757.07
310-279-003	RESTRICTED - BOND RESERVE	517,792.50

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

WATER FUND

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	1,600,731.18		
BALANCE - CURRENT DATE		1,600,731.18	
TOTAL FUND EQUITY			49,155,280.75
TOTAL LIABILITIES AND EQUITY			71,070,236.36

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

WASTEWATER FUND

ASSETS

320-001-000	CASH IN BANK	4,920,208.10	
320-015-000	ACCOUNTS RECEIVABLE	382,813.80	
320-015-003	ACCT RECEIVABLE-CONTRACT	69.84	
320-026-004	DEPOSITS	499.00	
320-041-001	INVENTORY-METERS	5,254.85	
320-041-002	INVENTORY-CHEMICALS	4,500.00	
320-061-000	LAND	805,703.59	
320-062-000	BUILDINGS	30,432,649.90	
320-062-001	BLDG-ACCUM DEPRECIATION	(13,209,287.49)	
320-063-000	IMPROVEMENTS OTHRTHNBLDGS	11,315,302.12	
320-063-001	IMPR-ACCUM DEPRECIATION	(3,899,454.28)	
320-064-000	MACHINERY & EQUIPMENT	605,605.75	
320-064-001	MACH-ACCUM DEPRECIATION	(424,893.51)	
TOTAL ASSETS			30,938,971.67

LIABILITIES AND EQUITY

LIABILITIES

320-201-000	ACCOUNTS PAYABLE	28,214.53	
320-202-006	ACCOUNTS PAYABLE-WRKCOMP	(2,360.60)	
320-202-007	ACCOUNTS PAYABLE-HEALTHIN	21,972.13	
320-202-008	ACCOUNTS PAY-CAF PLAN-MGIS	230.02	
320-202-009	ACCOUNTS PAYABLE-RETIREMENT	(.03)	
320-202-013	ACCOUNTS PAYABLE-HSA	(.01)	
320-202-014	ACCOUNTS PAYABLE-HRA	2,399.30	
320-203-000	ACCRUED SALARIES	25,423.71	
320-204-910	PREPAID TAP FEES	47,927.91	
320-206-000	RETAINAGE PAYABLE	2,475.00	
320-222-000	SEWER DEBT PREMIUM ISSUANCE	270,070.72	
320-225-000	BONDS PAYABLE-CURRENT	938,204.00	
320-231-000	BONDS PAYABLE-NONCURRENT	7,604,340.00	
TOTAL LIABILITIES			8,938,896.68

FUND EQUITY

320-279-000	RETAINED EARNINGS AS OF JAN. 1	20,553,097.35	
320-279-001	RESTRICTED - BOND DEBT SERVICE	452,329.75	
UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD		994,647.89	
BALANCE - CURRENT DATE		994,647.89	
TOTAL FUND EQUITY			22,000,074.99
TOTAL LIABILITIES AND EQUITY			30,938,971.67

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

SANITATION FUND

ASSETS

330-001-000	CASH IN BANK	127,311.43	
330-015-000	ACCOUNTS RECEIVABLE	78,142.27	
330-026-004	DEPOSITS	498.00	
	TOTAL ASSETS		205,951.70

LIABILITIES AND EQUITY

LIABILITIES

330-202-006	ACCOUNTS PAYABLE-WRKCOMP	(53.08)	
330-202-007	ACCOUNTS PAYABLE-HEALTHIN	(260.89)	
330-202-008	ACCOUNTS PAY-CAF PLAN-MGIS	346.94	
330-203-000	ACCRUED SALARIES	652.18	
	TOTAL LIABILITIES		685.15

FUND EQUITY

330-279-000	RETAINED EARNINGS AS OF JAN. 1	161,297.40	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	43,969.15	
	BALANCE - CURRENT DATE	43,969.15	
	TOTAL FUND EQUITY		205,266.55
	TOTAL LIABILITIES AND EQUITY		205,951.70

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

CEMETERY PERPETUAL CARE

ASSETS

401-001-000	CASH IN BANK	278,387.10	
	TOTAL ASSETS		278,387.10

LIABILITIES AND EQUITY

FUND EQUITY

401-251-000	FUND BALANCE RESERVED	262,571.49	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	15,815.61	
	BALANCE - CURRENT DATE	15,815.61	
	TOTAL FUND EQUITY		278,387.10
	TOTAL LIABILITIES AND EQUITY		278,387.10

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

FLEET MAINTENANCE

ASSETS

610-001-000	CASH IN BANK	433,520.63	
610-041-625	INVENTORY-DIESEL FUEL	5,393.58	
610-041-626	INVENTORY-GASOLINE	17,851.61	
610-041-629	INVENTORY-PARTS	33,672.50	
610-064-000	MACHINERY & EQUIPMENT	2,027,232.82	
610-064-001	MACH-ACCUM DEPRECIATION	(1,626,572.04)	
	TOTAL ASSETS		891,099.10

LIABILITIES AND EQUITY

LIABILITIES

610-201-000	ACCOUNTS PAYABLE	598.64	
610-202-006	ACCOUNTS PAYABLE-WRKCOMP	(413.76)	
610-202-009	ACCOUNTS PAYABLE-RETIREMENT	(.01)	
610-203-000	ACCRUED SALARIES	1,398.31	
	TOTAL LIABILITIES		1,583.18

FUND EQUITY

610-279-000	RETAINED EARNINGS AS OF JAN. 1	813,834.48	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	75,681.44	
	BALANCE - CURRENT DATE	75,681.44	
	TOTAL FUND EQUITY		889,515.92
	TOTAL LIABILITIES AND EQUITY		891,099.10

CITY OF RIFLE
BALANCE SHEET
JUNE 30, 2021

INFORMATION TECH MAINTENANCE

ASSETS

620-001-000	CASH IN BANK	(	189,983.11)	
620-064-000	MACHINERY & EQUIPMENT		788,780.06	
620-064-001	MACH-ACCUM DEPRECIATION	(	463,023.79)	
	TOTAL ASSETS			135,773.16

LIABILITIES AND EQUITY

LIABILITIES

620-201-000	ACCOUNTS PAYABLE		5,463.41	
620-202-006	ACCOUNTS PAYABLE-WRKCOMP	(	903.83)	
620-202-008	ACCOUNTS PAY-CAF PLAN-MGIS		600.00	
620-202-014	ACCOUNTS PAYABLE-HRA	(	924.31)	
620-203-000	ACCRUED SALARIES		10,883.84	
	TOTAL LIABILITIES			15,119.11

FUND EQUITY

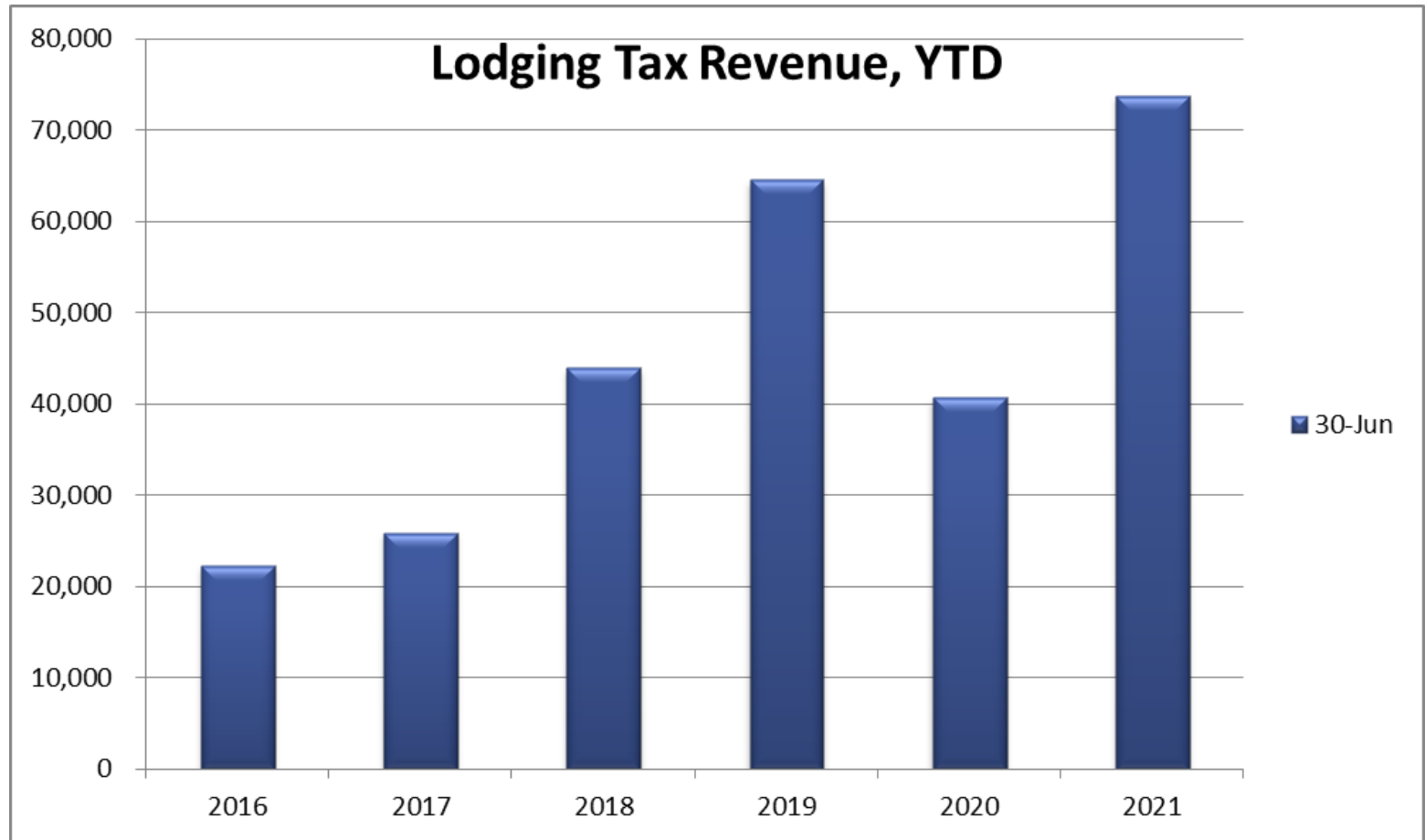
620-279-000	RETAINED EARNINGS AS OF JAN. 1		229,305.28	
	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	(	108,651.23)	
	BALANCE - CURRENT DATE	(	108,651.23)	
	TOTAL FUND EQUITY			120,654.05
	TOTAL LIABILITIES AND EQUITY			135,773.16

City of Rifle 2nd Quarter 2021 Financial Results

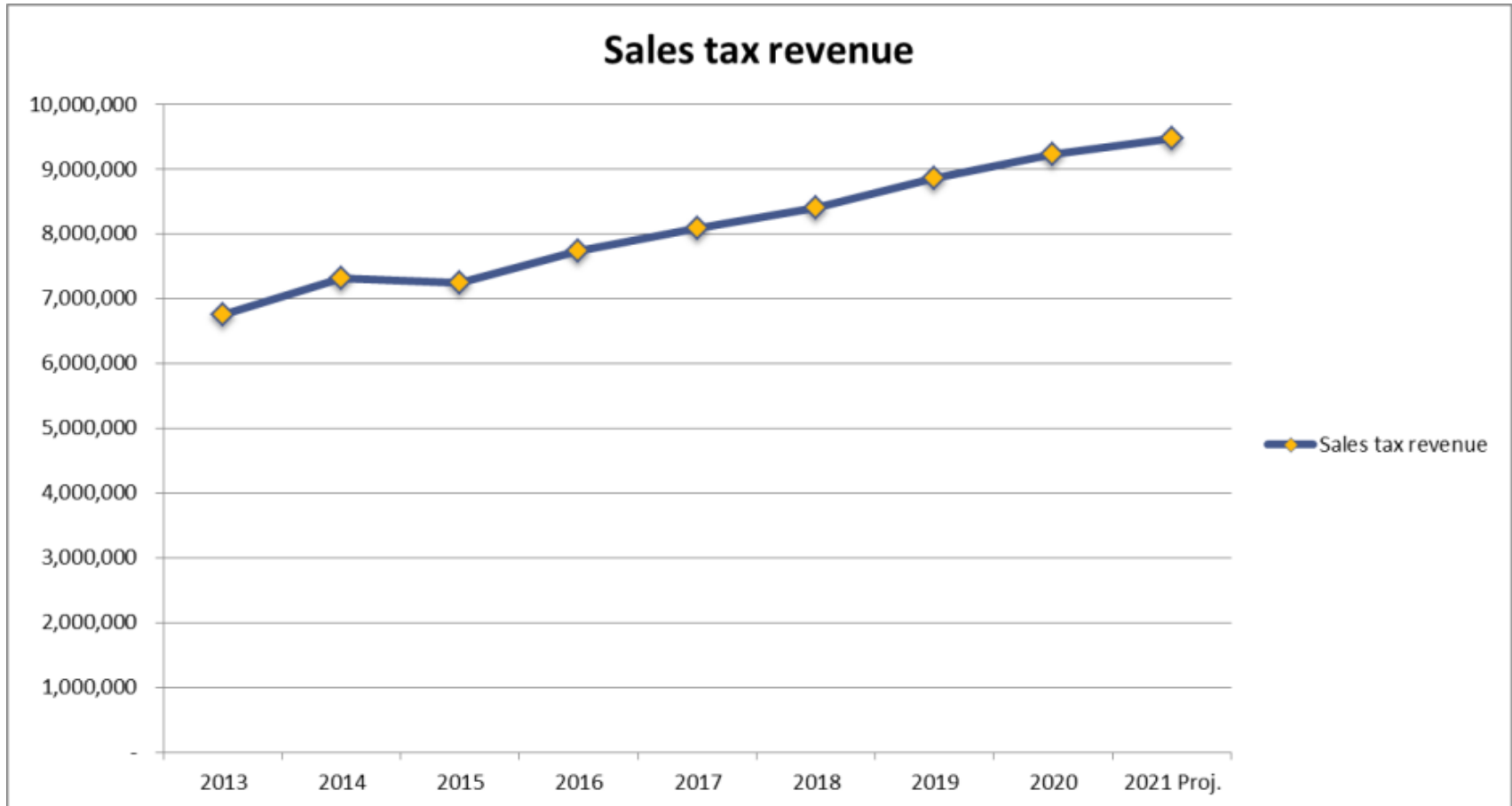
Year to Date Sales Taxes by Source

Sales Tax Prior Year Comparison	Source			
	Year-to-Date FEB - JULY collected			
City Business	Total 2021	Total 2020	\$ Diff	% Diff
BARS & RESTAURANTS	\$594,516.75	\$430,785.97	\$163,730.78	38.01%
LEASING/MISC	\$194,250.34	\$151,087.72	\$43,162.62	28.57%
OIL & GAS	\$100,144.62	\$96,180.83	\$3,963.79	4.12%
LODGING	\$206,834.71	\$112,188.67	\$94,646.04	84.36%
LIQUOR STORES	\$148,634.79	\$139,113.47	\$9,521.32	6.84%
HVAC	\$4,203.39	\$3,485.98	\$717.41	20.58%
HARDWARE	\$126,964.06	\$113,903.32	\$13,060.74	11.47%
GENERAL RETAIL	\$2,531,872.98	\$2,241,271.70	\$290,601.28	12.97%
FOOD	\$830,240.91	\$807,335.76	\$22,905.15	2.84%
EXCISE	\$216,084.89	\$63,058.38	\$153,026.51	242.67%
CONTRACTOR	\$9,270.07	\$5,712.00	\$3,558.07	62.29%
CAR PARTS & SALES	\$249,626.24	\$213,139.17	\$36,487.07	17.12%
UTILITIES	\$302,492.87	\$305,207.42	(\$2,714.55)	-0.89%
MARIJUANA RETAIL	\$93,087.07	\$73,226.96	\$19,860.11	27.12%
Total MuniRev	\$5,608,223.69	\$4,755,697.35	\$852,526.34	17.93%
BUILDING USE TAX (Month Collected)	\$251,892.55	\$136,656.07	\$115,236.48	84.33%
MOTOR VEHICLE USE TAX	\$531,834.76	\$364,822.08	\$167,012.68	45.78%
Grand Total	\$6,391,951.00	\$5,257,175.50	\$1,134,775.50	21.59%

2021 Lodging Tax

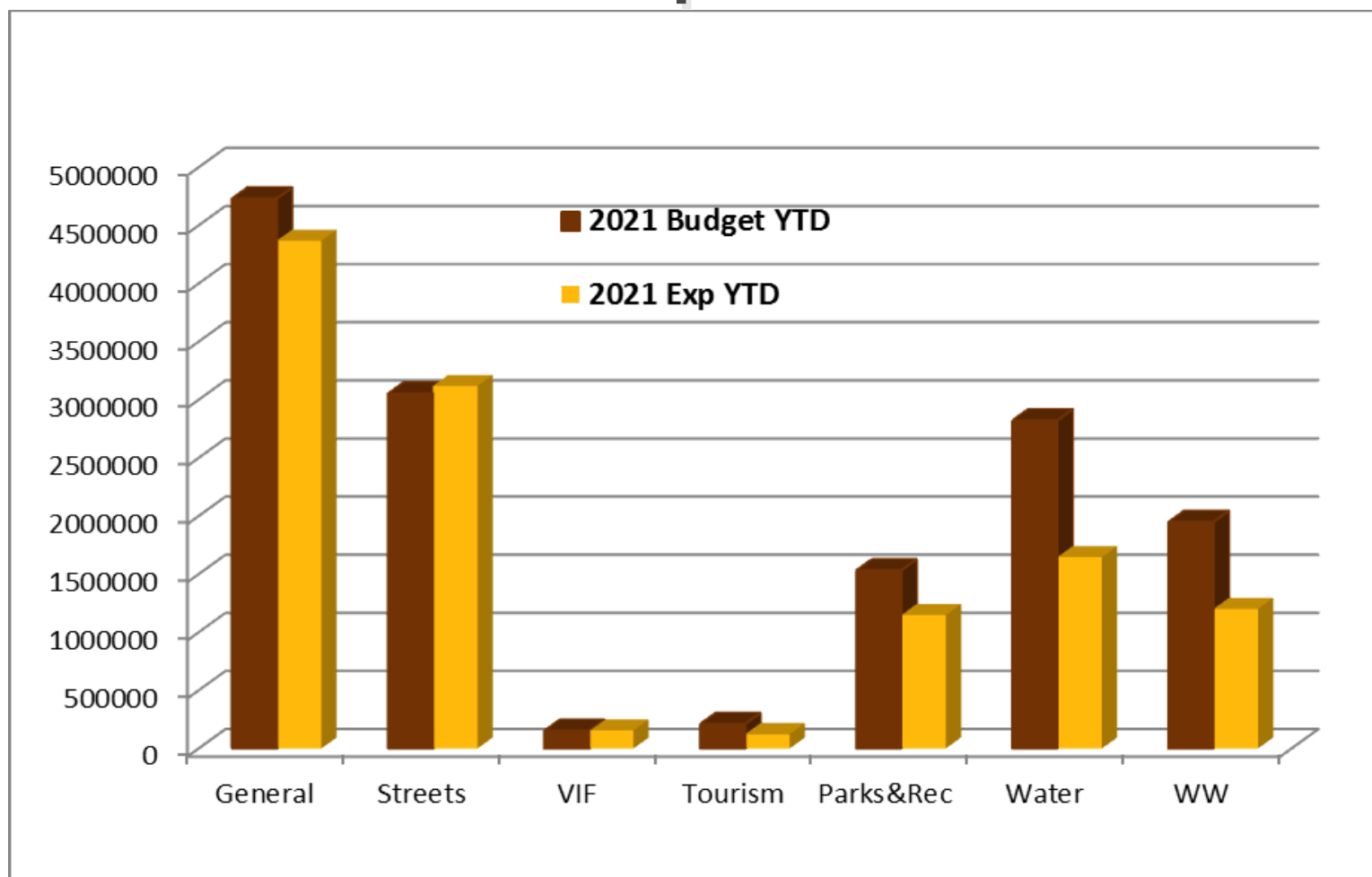


Comparison by Year



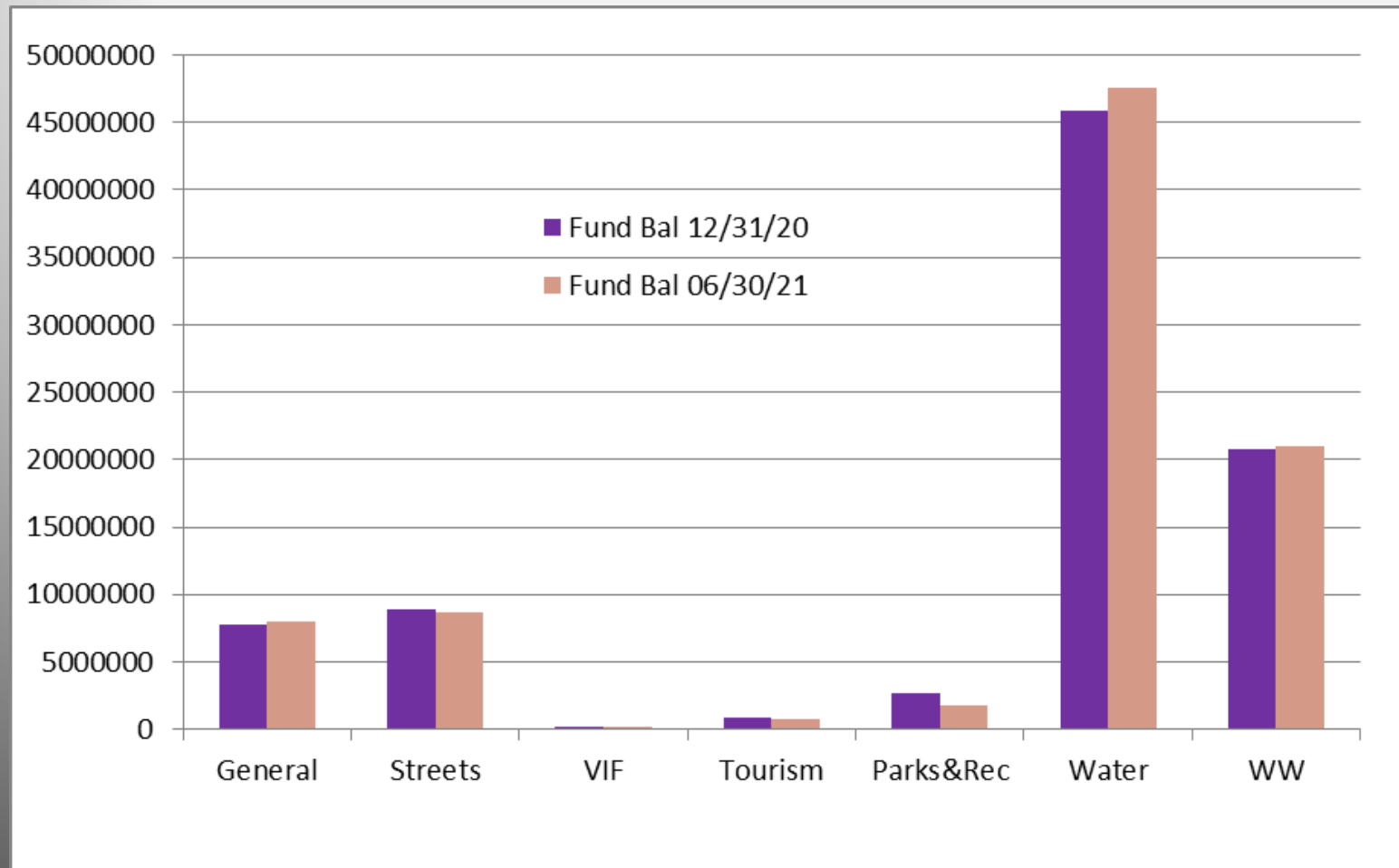
2021 budgeted for 2.5% increase

2021 Expenditures



Figures are before 2021 budget supplement;
large utility projects yet to complete.

Fund Balance at 2nd Quarter



2021 Budget Supplement #1

2021 Supplemental Budget #1 Aug 2021

Fund	Original Adopted Revenues	Adopted Expenses	Supplemental Revenue	CARES ACT	OTHER ITEMS	Supplemental Appropriations	Description	Amended Budget Revenues	Amended Budget Expenses
General Fund	8,425,510	9,460,107	344,418	53,000	539,500	592,500	CARES, dog, island, river vision, equip, Comm Wellness, severance*	8,769,928	10,052,607
Street Improvement Fund	3,469,719	6,105,113	-		1,729,000	1,729,000	higher cost downtn, 21 St	3,469,719	7,834,113
Conservation Trust	91,800	50,000	-			-		91,800	50,000
Visitor Improvement	275,332	302,427	50,000	50,000		50,000	biz mktng-CARES act	325,332	352,427
Downtown Development	54,075	52,902	-			-		54,075	52,902
Capital Fund	36,000	325,000	55,000	55,000	800,000	855,000	CARES act; construction phs 2	91,000	1,180,000
Tourism & Industry	337,575	421,255	78,500	2,500	76,000	78,500	SVO grant	416,075	499,755
Urban Renewal	163,900	325,000	-			-		163,900	325,000
Parks & Recreation	2,757,526	3,063,249	2,500	2,500		2,500	CARES re-assignment	2,760,026	3,065,749
	-	-				-			
Water Fund	6,818,199	5,643,831				-		6,818,199	5,643,831
Waste Water	4,343,214	3,896,361				-		4,343,214	3,896,361
Sanitation	712,299	734,900				-		712,299	734,900
	-	-				-			
Cemetery Perpetual Care	5,200	25,000				-		5,200	25,000
Fleet	565,510	894,260			13,000	13,000	PD lights for new car	565,510	907,260
IT	937,900	957,162				-		937,900	957,162
Total Budget	28,993,760	32,256,568	530,418	163,000	3,157,500	3,320,500		29,524,178	35,577,067

\$	400,000	Island purchase		
\$	40,000	Community Wellness grant		
\$	10,500	river visioning		
\$	6,000	Dog purchase	\$ 9,000.00	donation for dog
		Manager severance/consult procuremt		
\$	68,000			
		PW add'l equip for Spaulding		
\$	15,000			
\$	539,500	TOTAL		



Agenda Item #7.b.

Agenda Item Name:

Rifle Downtown Project Update

Presenter:

Craig Spaulding, Civil Engineer

Item Description:

Receive Update on Downtown Project

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 #8.a.

Agenda Item Name:

Consider Amending 2021 Budget & Supplemental Appropriation

Presenter:

Michelle Duran, Finance Director

Item Description:

Public Hearing for 2021 Budget Supplement

Recommended Action:

Move to approve Ordinance No. , Series of 2021 and Resolution No. , Series of 2021

Fiscal Impact:

Supplement is to update budget for items unanticipated at time of budget approval, such as CARES act reimbursements, additional costs of large downtown project, and other expenditures approved by Council. Attached provides description of items.

Operational Impact:

Prior Board Motions:

Background Information:

Executive Summary:

Notification Requirements:

Public Notice has been met; in City Hall Foyer and in both the Citizen Telegram and the Post Independent

Prepared By:

Michelle Duran, Finance Director

Attachments:

1. 2021 Supplemental #1 Aug 2021

2021 SUPPLEMENTAL BUDGET
2021 Supplemental Budget #1 Aug 2021

Fund	Original Adopted Revenues	Adopted Expenses	Supplemental Revenue	CARES ACT	OTHER ITEMS	Supplemental Appropriations	Description	Amended Budget Revenues	Amended Budget Expenses
General Fund	8,425,510	9,460,107	344,418	53,000	539,500	592,500	CARES, dog, island, river vision, equip, Comm Wellness, severance*	8,769,928	10,052,607
Street Improvement Fund	3,469,719	6,105,113	-		1,729,000	1,729,000	higher cost downtn, 21 St	3,469,719	7,834,113
Conservation Trust	91,800	50,000	-			-		91,800	50,000
Visitor Improvement	275,332	302,427	50,000	50,000		50,000	biz mkting-CARES act	325,332	352,427
Downtown Development	54,075	52,902	-			-		54,075	52,902
Capital Fund	36,000	325,000	55,000	55,000	800,000	855,000	CARES act; construction phs 2	91,000	1,180,000
Tourism & Industry	337,575	421,255	78,500	2,500	76,000	78,500	SVO grant	416,075	499,755
Urban Renewal	163,900	325,000	-			-		163,900	325,000
Parks & Recreation	2,757,526	3,063,249	2,500	2,500		2,500	CARES re-assignment	2,760,026	3,065,749
	-	-				-			
Water Fund	6,818,199	5,643,831				-		6,818,199	5,643,831
Waste Water	4,343,214	3,896,361				-		4,343,214	3,896,361
Sanitation	712,299	734,900				-		712,299	734,900
	-	-				-			
Cemetery Perpetual Care	5,200	25,000				-		5,200	25,000
Fleet	565,510	894,260			13,000	13,000	PD lights for new car	565,510	907,260
IT	937,900	957,162				-		937,900	957,162
Total Budget	28,993,760	32,256,568	530,418	163,000	3,157,500	3,320,500		29,524,178	35,577,067

*

\$	400,000	Island purchase		
		Community		
\$	40,000	Wellness grant		
\$	10,500	river visioning		
\$	6,000	Dog purchase	\$	9,000.00
		Manager		donation for dog
		severance/consu		
\$	68,000	It procuremt		
		PW add'l equip		
\$	15,000	for Spaulding		
\$	539,500	TOTAL		



Agenda Item #8.a.i.

Agenda Item Name:

Resolution No. 7, Series of 2021 - Consider Amending the Budget for Year Ending December 31, 2021

Presenter:

Michelle Duran, Finance Director

Item Description:

Adopt resolution amending the budget for the year ending December 31, 2021.

Recommended Action:

Move to adopt resolution amending the budget for the year ended December 31, 2021 - Resolution No. 7, Series of 2021.

Fiscal Impact:

Operational Impact:

Prior Board Motions:

Background Information:

Executive Summary:

At the time of the adoption of the budget for the year ending December 31, 2021, it was not possible to anticipate all items. Several grants were received: the final reimbursements of CARES act funding, the Shuttered Venue Operations grant for the Ute theater, and donations for the cost of a new police dog. The budget is being updated to include these, as well as additional costs approved by council for business assistance, updates to City Hall, the downtown street project, and the purchase of Paradise Island. After approval, this supplement will be filed as required by the State of Colorado.

Notification Requirements:

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. Resolution No. 7, Series of 2021 - Amended 2021 Budget

**CITY OF RIFLE, COLORADO
RESOLUTION NO. 7
SERIES OF 2021**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIFLE,
COLORADO, AMENDING THE CITY'S BUDGET FOR THE YEAR ENDING
DECEMBER 31, 2021.

WHEREAS, by Resolution No.18, Series of 2020, the Rifle City Council adopted its annual budget for the fiscal year beginning January 1, 2021 and ending December 31, 2021 ("2021 Budget"); after holding all necessary public meetings and hearings; and

WHEREAS, at the time the 2021 Budget was adopted, certain expenses were not known, and operating transfers between funds were not anticipated; and

WHEREAS, funds are available in the City Treasury to meet the increased expenses; and

WHEREAS, the City Council desires to approve the amendments to the 2021 Budget set forth herein in order to ensure effective and fiscally responsible administration of City business for the remainder of fiscal year 2021.

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

1. The City incorporates the foregoing recitals as findings by the City Council.
2. The following amendments to the 2021 Budget are hereby approved.

Fund	Original Adopted Revenues	Adopted Expenses	Supplemental Revenue	CARES ACT	OTHER ITEMS	Supplemental Appropriations	Description	Amended Budget Revenues	Amended Budget Expenses
General Fund	8,425,510	9,460,107	344,418	53,000	539,500	592,500	CARES, dog, island, river vision, equip, Comm Wellness, severance*	8,769,928	10,052,607
Street Improvement Fund	3,469,719	6,105,113	-		1,729,000	1,729,000	higher cost downtn, 21 St	3,469,719	7,834,113
Conservation Trust	91,800	50,000	-			-		91,800	50,000
Visitor Improvement	275,332	302,427	50,000	50,000		50,000	biz mkting-CARES act	325,332	352,427
Downtown Development	54,075	52,902	-			-		54,075	52,902
Capital Fund	36,000	325,000	55,000	55,000	800,000	855,000	CARES act; construction phs 2	91,000	1,180,000
Tourism & Industry	337,575	421,255	78,500	2,500	76,000	78,500	SVO grant	416,075	499,755
Urban Renewal	163,900	325,000	-			-		163,900	325,000
Parks & Recreation	2,757,526	3,063,249	2,500	2,500		2,500	CARES re-assignment	2,760,026	3,065,749
	-	-				-			
Water Fund	6,818,199	5,643,831				-		6,818,199	5,643,831
Waste Water	4,343,214	3,896,361				-		4,343,214	3,896,361
Sanitation	712,299	734,900				-		712,299	734,900
	-	-				-			
Cemetery Perpetual Care	5,200	25,000				-		5,200	25,000
Fleet	565,510	894,260			13,000	13,000	PD lights for new car	565,510	907,260
IT	937,900	957,162				-		937,900	957,162
Total Budget	28,993,760	32,256,568	530,418	163,000	3,157,500	3,320,500		29,524,178	35,577,067

THIS RESOLUTION was read, passed, and adopted by the Rifle City Council at a regular meeting held this 18th day of August 2021.

CITY OF RIFLE, COLORADO

By

Mayor

ATTEST:

City Clerk



Agenda Item #8.a.ii.

Agenda Item Name:

Ordinance No. 8, Series of 2021 - Consider Adopting Supplemental Appropriations for the Budget Year Ending December 31, 2021

Presenter:

Michelle Duran, Finance Director

Item Description:

Supplemental appropriations required for additional expenditures that were unanticipated at the time of the budget adoption for the year ended December 31, 2021.

Recommended Action:

Move to approve the Supplemental Appropriations for the year ending December 31, 2021 - Ordinance No. 8, Series of 2021

Fiscal Impact:

Operational Impact:

Prior Board Motions:

Background Information:

Executive Summary:

Council approved additional expenditures related to the downtown project, the purchase of Paradise Island, the upgrades to City Hall to allow for citizen access and security, and contract with City Manager. Reimbursements have been received from CARES act funding which fund some of the unanticipated items and some will be funded from existing fund balances. A grant was received through Shuttered Venue Operations for the Ute theater, so an appropriation must be added to allow for expenditure of those funds.

Notification Requirements:

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. Ordinance No. 8, Series of 2021 -2021 Supp Appropriation

**CITY OF RIFLE, COLORADO
ORDINANCE NO. 8
SERIES OF 2021**

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, PROVIDING FOR A
SUPPLEMENTAL APPROPRIATION FOR THE BUDGET YEAR ENDING
DECEMBER 31, 2021.

WHEREAS, by Resolution No. 13, Series of 2020, the Rifle City Council adopted its annual budget for the fiscal year beginning January 1, 2021 and ending December 31, 2021 (“2021 Budget”); and

WHEREAS, based upon the 2021 Budget as adopted, the Council further approved by Ordinance No. 18, Series of 2020 the Annual Appropriation for fiscal year 2021, after duly-noticed public hearings; and

WHEREAS, at the time the 2021 Annual Appropriation was adopted, certain expenses were not known, and operating transfers between funds were not anticipated; and

WHEREAS, funds are available in the City Treasury to meet the increased expenses; and

WHEREAS, the City Council desires to approve the additional appropriations set forth herein in order to ensure effective and fiscally responsible administration of City business for the remainder of fiscal year 2021.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF RIFLE, COLORADO, ORDAINS THAT:

1. The City Council incorporates the foregoing recitals as conclusions, facts, determinations and findings by the City Council and hereby approves the additional appropriations set forth below for fiscal year 2021.

Fund	Original Adopted Revenues	Adopted Expenses	Supplemental Revenue	CARES ACT	OTHER ITEMS	Supplemental Appropriations	Description	Amended Budget Revenues	Amended Budget Expenses
General Fund	8,425,510	9,460,107	344,418	53,000	539,500	592,500	CARES, dog, island, river vision, equip, Comm Wellness, severance *	8,769,928	10,052,607
Street Improvement Fund	3,469,719	6,105,113	-		1,729,000	1,729,000	higher cost downtrn, 21 St	3,469,719	7,834,113
Conservation Trust	91,800	50,000	-			-		91,800	50,000
Visitor Improvement	275,332	302,427	50,000	50,000		50,000	biz mkting-CARES act	325,332	352,427
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Parks & Recreation	2,757,526	3,063,249	2,500	2,500		2,500	CARES re-assignment	2,760,026	3,065,749
	-	-				-			
Water Fund	6,818,199	5,643,831				-		6,818,199	5,643,831
Waste Water	4,343,214	3,896,361				-		4,343,214	3,896,361
Sanitation	712,299	734,900				-		712,299	734,900
	-	-				-			
Cemetery Perpetual Care	5,200	25,000				-		5,200	25,000
Fleet	565,510	894,260			13,000	13,000	PD lights for new car	565,510	907,260
IT	937,900	957,162				-		937,900	957,162
Total Budget	28,993,760	32,256,568	530,418	163,000	3,157,500	3,320,500		29,524,178	35,577,067

INTRODUCED at a regular meeting of the Council of the City of Rifle, Colorado held on August 18, 2021 read in full, passed, approved, and ordered published in full in accordance with Section 4.4(g) of the City Charter.

CITY OF RIFLE, COLORADO

By _____
Mayor

ATTEST:

City Clerk



Agenda Item #10.a.

Agenda Item Name:

Report to City Manager

Presenter:

Tommy Klein, Chief of Police

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

08/13/2021

Notification Requirements:

None

Prepared By:

Misty Williams, Administrative Assistant

Attachments:

1. Report to City Manager 08.13.2021

WORK REPORT TO CITY MANAGER

08.13.2021

PIO

- Assisted with the City Manager update videos with Scott and Carlos. The numbers on these videos have been increasing so we have already spoken to Tommy to assure they continue, although they will likely be once or twice a month opposed to weekly. They provide a nice bridge to the citizens and go a long way in the goal of making Rifle an “approachable” government as was discussed at strategic planning.
- Press release on City Council vacancies and correction.
- Many posts about road closures, weather and air quality. This is likely to last throughout the summer.
- Press release about A&B Movers assisting CSO Dawn Neely in helping clean up a resident’s yard. It’s great to see a local company engaging in a philanthropic venture with our code enforcement.
- Attended GRIT meeting.

COURT

- Handled 38 adult cases, 5 juvenile cases and a motion hearing on August 4th court day.
- Met with Sheriff Lou Vallario to discuss when the jail will begin accepting municipal cases. He stated that barring another large COVID breakout, that date will be August 23.
- Will be holding a two day jury trial on Wednesday August 11 and Thursday August 12.
- Finished working on 2022 budget for the court pending review by Michelle and Tommy.
- Assisting Tom Whitmore in drafting some new rules for Rifle Mountain Park.

POLICE DEPARTMENT

- Brian and Tommy contacted businesses affected by the construction in person before and after the Monday special session. Responses were very favorable to the decision to open Railroad after 3rd Street is completed.
- Kim Burner personally contacted the businesses that are eligible for grants. Business owners were grateful for the assistance.
- The police department is preparing for the school year.
- The police department will hold a strategic planning meeting on August 27.
- Sergeant Cornejo is transferring to the detective division the week of August 16th.

PUBLIC WORKS

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

- 0.5 MG Airport Water Tank – awaiting grant funding
- I-70 Exit 90 Gateway Beautification – out to bid
- Geotech investigation of road conditions and subgrade: Cemetery road system (CTL); evaluation of Tripp Dr., Whiteriver Ave., and Morrow Dr. structural failures with proposals for repair (Kumar)
- Airport Road Chip/Seal

The following are projects currently under construction:

- Downtown 3rd Street and Railroad Avenue Rehabilitation project: 100 block E. 3rd Street and the 300 block of Railroad Ave: construction of curb/gutter/sidewalk/landscape feature; pouring concrete paving (Week of 8/9/21)
- Xcel Energy is performing system upgrades; some in conjunction with Downtown Rehabilitation and some safety and operational improvements to gas system.

Fleet

- Continued development of Fleet Administration and Management
- Received & On Boarded F-250 for Utilities
- Ford F-550 – medium-duty snowplow at Kois Bros. for after-market outfitting
- Received Ford F-350 with Utility Bed – in on-boarding process
- Preparation for Fall auction of vehicles for removal from City Fleet

Operations & Maintenance

- Spot patching of various failed areas of paving
- Re-building of out of compliance handicap ramps
- Stormwater drainage structure maintenance, i.e. ditch grading, culvert cleaning, detention pond cleaning

Two weeks look-ahead:

- Bidding for Ayers Associates design for the I-70 Exit 90 Gateway Beautification project – project is now projected for Spring 2022 Construction
- Railroad Ave. & 3rd Street/Downtown Rehabilitation Project: completion of paving of 100 block of E. 3rd Street; projected project completion: 13 OCT 2021
- Continued Street Patch work and concrete curb/gutter rehabilitation
- Completion of Kumar geotechnical investigations and work to prepare reports for publishing in September
- Fleet purchase planning for the 2022 Budget
- 2022 Budget development with department supervisors

BUILDING & PLANNING

- Staff is preparing the GOCO grant application for the purchase of Paradise Island. We will hear back on whether we are invited to the next step in the application process in early September.
- Initial interviews to fill the Planner position have been completed and a job offer is pending.

- Staff is working to finalize Building Permit issues for the new solar facility at the Wastewater Treatment Plant.

PARKS & RECREATION

- Recent numbers for pool revenue so far...
- Admissions \$109,000.00
- Swim Lessons \$44,900.00
- Pool Concessions \$52,000.00
- The pool will be on the school season schedule next week. That means closed Monday through Thursday and open Friday, Saturday, and Sunday with a normal schedule.
- The Cheatin' Woodchuck Chase went well on Saturday, August 7th. Of 56 registrants, 48 participated. Staff opted to not run the race on the Saturday of the fair as it had been in the past.
- Regarding the cemetery paving question, we are still awaiting the geotechnical recommendations from CTL Thompson, and the survey from Bookcliff Survey.
- Craig is prepared to have estimates, based on these recommendations, in time for 2022 budget consideration.
- Surprisingly the brief "monsoon" season provided enough precipitation that we had a flush of weed growth. Parks staff has found time to do trail maintenance but we are still getting a few calls on weeds needing trimmed back.
- The City Hall Phase 2 construction project is scheduled to begin on September 7th. We expect pricing for the Plumbing Remodel change order on 8/25/21 and plan to have this on the agenda for the September 15th Council meeting.

Ute Events:

- 8/13 comedy night
- 8/14 Women's hunting clinic
- 8/27 Young Dubliners
- 9/17 Cash'd Out—Johnny Cash cover
- 9/23 Mike Zito
- 9/24 Suzy Bogguss—re-scheduled from 2020
- 9/25 Los Chicos del 512: The Selena Experience

CLERK'S OFFICE

- City Council Candidate packets are being picked up for the November 2, 2021 election. Nomination Petitions are due back to the City Clerk on August 23rd.
- Interviews were conducted for the Deputy Clerk position.

SENIOR CENTER

- Update on Paratransit –. The county approved \$5,000 to continue the contract with Ross in assisting RFTA to assist with the recommendations in the study done for the City of Rifle. RFTA also approved \$20,000 to upgrade their software system to better enable them to track rides.
- Full Time Cook – We are still advertising for a full time cook, no applicants have applied so far.
- Opening up for lunches – We will start serving congregate meals beginning Thursday September 2nd. Take out and home delivery will be discontinued.