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## **VISITOR IMPROVEMENT FUND ADVISORY BOARD**

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### ***Regular Meeting Agenda***

July 11, 2017, 12:00 p.m.

City Hall, Rifle, Colorado  
Conference Room  
202 Railroad Avenue

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*The Board may take action on any of the following agenda items as presented or modified prior to or during the meeting, and items necessary or convenient to effectuate the agenda items.*

- 12:00 p.m. Call to Order and Roll Call
- 12:01 p.m. Approve Minutes from June 13, 2017 Regular Meeting
- 12:02 p.m. Keith Lambert Appreciation
- 12:10 p.m. Fairgrounds Update- Debra Adams
- 12:25 p.m. Western Adventure Weekend Update- Nathan Lindquist, Cathleen Anthony
- 12:40 p.m. Budget Update- Nathan Lindquist

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*The order and times of agenda items listed above are approximate and intended as a guideline for the Board*

*Next Regular Meeting: August 8, 2017*

The VIF Advisory Board has three Grant Cycles. The **Grant Cycle/Deadline** to submit the application are: December/October 31<sup>st</sup>, April/February 28<sup>th</sup>, and August/June 30<sup>th</sup>

# **VISITOR IMPROVEMENT FUND ADVISORY BOARD MEETING**

Tuesday, June 13, 2017  
REGULAR MEETING  
Noon \* City Hall Conference Room

A regular meeting of the Rifle Visitor Improvement Fund Advisory Board was called to order at 12:04p.m. by Chair Kevin Kelley.

**PRESENT AT ROLL CALL:** Board Members Tanya Doose, Kristine Llacuna, Paul Rice, Kevin Kelley, Angela Strode

**OTHERS PRESENT:** City of Rifle AmeriCorps Cathleen Anthony

## **APPROVE MINUTES FROM May 9, 2017 REGULAR MEETING**

Motion made by Board Member Strode to approve minutes as presented; seconded by Board Member Rice. Motion passed.

## **RIFLE RENDEZVOUS WEEKEND DISCUSSION**

A discussion was held regarding the execution of the Rifle Rendezvous event May 19<sup>th</sup>-21<sup>st</sup>. Suggestions were made regarding communication, funding support, and feedback for the event. Specific observed challenges included layout of festival, vendor challenges, and the competing events that weekend. The VIF board will have a further discussion with the Rifle Rendezvous board when they submit their event evaluation.

## **ADMINISTRATIVE TRANSITION DISCUSSION**

The board looked at a memo from Nathan Lindquist that will be presented at a council workshop and made suggestions regarding the changes they would like to see.

Meeting adjourned at 1:00p.m.

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Cathleen Anthony  
City of Rifle AmeriCorps Intern

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Kevin Kelley  
Chair

## Cathleen Anthony

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**From:** Nathan Lindquist  
**Sent:** Wednesday, July 05, 2017 1:52 PM  
**To:** Cathleen Anthony  
**Subject:** FW: 2017 July 3 event. July 4th Parade, THANK YOU!

Maybe put this in the VIF packet?

**From:** Lori Hinkle [mailto:lhinkle@garfieldre2.net]  
**Sent:** Wednesday, July 05, 2017 1:48 PM  
**To:** Kimberly Bullen  
**Cc:** Tom Whitmore; David Hadley; Ronnie Chick; Alan Lambert; Jose Gutierrez; Rick Barth; Rian Wright; Angie Wilkins; David Lowery; Wayne Edgeton; Steve Samson; James Vaughan; Bryan Oliver; Kelly Thompson; Mike Altman; Nathan Lindquist; Kathryn Pototsky; Teresa Beecraft; Tommy Klein; Wayne Pleasants; Craig Jay; bcurtice@garfieldre2.net; Orrin Moon (Orrin.Moon@Crfr.us); dadams@garfield-county.com  
**Subject:** Re: 2017 July 3 event. July 4th Parade, THANK YOU!

I certainly agree with Kimberly. Tom you did a fabulous job and are a wonderful asset to our community . Thank you for all your hard work and coordination. And thanks as well to all those that participated in providing a wonderful Independence Day experience for the community .

On Wed, Jul 5, 2017 at 1:30 PM, Kimberly Bullen <[kbullen@rifleco.org](mailto:kbullen@rifleco.org)> wrote:

Most importantly, Thanks to Tom Whitmore for all of his efforts to plan the event and make sure the coordination happened with all of the mentioned agencies. Thank you to all who played a role in making this event spectacular....

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**From:** Tom Whitmore  
**Sent:** Wednesday, July 05, 2017 12:46 PM  
**To:** David Hadley; Ronnie Chick; Alan Lambert; Jose Gutierrez; Rick Barth; Rian Wright; Angie Wilkins; David Lowery; Wayne Edgeton; Angie Wilkins; Steve Samson; James Vaughan; Bryan Oliver; Kelly Thompson; Mike Altman; Nathan Lindquist; Kimberly Bullen; Kathryn Pototsky; Teresa Beecraft; Tommy Klein; Wayne Pleasants; 'Craig Jay'; [bcurtice@garfieldre2.net](mailto:bcurtice@garfieldre2.net); Lori Hinkle ([lhinkle@garfieldre2.net](mailto:lhinkle@garfieldre2.net)); Orrin Moon ([Orrin.Moon@Crfr.us](mailto:Orrin.Moon@Crfr.us)); '[dadams@garfield-county.com](mailto:dadams@garfield-county.com)'  
**Subject:** 2017 July 3 event. July 4th Parade, THANK YOU!

Wow! What a wonderful Independence Day Celebration we had at Centennial Park this past Monday! We've had so many compliments on the event, fireworks, symphony, organization, etc., and it couldn't have been done without the extra efforts that all of you provided! Thanks to each of you for contributing to the success of the event!

Thanks to Re-2 for the use of the RMS site. Lori and staff made sure the irrigation stayed off during the event.

Thanks to CRFR for all of the hours of advanced work with our test shot site, site survey, and expertise, and fire protection during the event.

Thanks to RPD for patrolling of the venue throughout the event, and for directing traffic after the event.

Thanks to Garfield County Fairgrounds for the use of 100 chairs for spectators at the amphitheater.

Thanks to Parks and Rec. staff for being ahead of the plan. Everyone knew what to do and when to do it and Monday's set up was smooth and we had great help before, during, and after the event.

Wayne Pleasants and his technical experts set up extra monitors in the "bowl". It's so important to include everyone with adequate coverage of the PA system.

The event would not be half of what it is without the symphony! The music was wonderful.

Thanks to Kathy and Kimberly for the advanced work on press releases and fire and contingency plans.

Thanks to O and M for setting up the VMS signs for us on Monday and providing a dump truck for fireworks debris disposal.

Thanks to the City of Rifle VIF funding and assistance from the Parks and Rec fund for paying for the entertainment and the fireworks show.

If you have suggestions for improvements of the event for next year, please reply to my e-mail with those ideas.

We've had suggestions for the following so far:

Dedicated portable restroom for symphony.

Addition of one monitor, or directing one monitor toward the east entrance/picnic shelters.

Announce the Independence Day Kids Parade (tomorrow 7/4) during July 3 event announcements.

Thanks to Recreation staff for continuing the tradition of the Independence Day Kids Parade and activities at Heinze Park on the 4<sup>th</sup>. Thanks to PD for traffic control.

Thanks,

Tom