



Town of Rangely Council Meeting

January 28, 2014
7:00 p.m.

1 – Agenda

AGENDA
RANGELY BOARD OF TRUSTEES (TOWN COUNCIL)
Regular Meeting of January 28, 2014
***** 7:00 P.M. *****
Council Chambers - Municipal Building

Brad Casto, Mayor Pro Tem		Dan Eddy, Trustee
Lisa Hatch, Trustee		Joseph Nielsen, Trustee
Clayton Gohr, Trustee		Elaine Urie, Trustee

1. Call to Order
2. Roll Call
3. Invocation
4. Pledge of Allegiance
5. Minutes of Meeting
 - A. Approval of Minutes of January 14, 2014. (Submitted)
6. Petitions and Public Input
7. Changes to Agenda
8. Public Hearings (7:15)
 - A. THIRD READING Ordinance #683 of the Town of Rangely replacing section 261 of the Rangely Municipal Code, entitled “Standards for Floodplains and Floodways”, of the Town of Rangely, Colorado.
9. Committee/Board Meetings
10. Supervisor Reports – *See Attached*
 - A. Mike Englert
11. Report from Officers – *Town Manager Update*
12. New Business
 - A. Discussion and Action to Approve Colorado CPA 2013 Financial Audit proposal in the amount of \$11,990.00
 - B. Discussion and Action to Approve Ordinance # 683 of the Town of Rangely replacing section 261 of the Rangely Municipal Code, entitled “Standards for Floodplains and Floodways”, of the Town of Rangely, Colorado.
 - C. Discussion and Action to approve a lease proposal for a Skid Steer Loader. See attached proposals for a 1 year lease.
 - D. Discussion and Action to approve the estimated costs for the construction of the Royden Ditch Bike/Pedestrian Trail from White Ave. to Stanolind. Grant awarded through Colorado State Parks for \$136,500.
13. Informational Items
 - A. Crab Crack February 8, 2014, 6:30 p.m.
 - B. Community Networking; February 28, 2014 12:00 noon
 - C. Election Information April 1, 2014
 - D. RBC Citizens Forum Economic Development January 25, 2014 1:30 p.m.

14. Scheduled Announcement - **Local Board meetings – January 2014**

- A. Rangely School District board meeting is scheduled for Jan 21, 2014 at 6:15 p.m.
- B. Rangely District Library regular meeting Jan 20, 2014 at 5:00 p.m.
- C. Rangely District Hospital board meeting is scheduled for Jan 30, 2014 at 7:00 p.m.
- D. Rural Fire Protection Dist board meeting is scheduled for Jan 20, 2014 at 7:00 p.m.
- E. Western Rio Blanco Park & Recreation District meeting Jan 13, 2014 at 7:00 p.m.
- F. Rio Blanco Water Conservancy Dist board meeting is Jan 29, 2014 at 7:00 p.m.
- G. Rangely Chamber of Commerce board meeting is scheduled for Jan 16, 2014 at 12:00

15. Adjournment

5 – Minutes

MINUTES

RANGELY BOARD OF TRUSTEES (TOWN COUNCIL)

Regular Meeting of January 14, 2014

***** 7:00 P.M. *****

Council Chambers - Municipal Building

Brad Casto, Mayor Pro Tem		Dan Eddy, Trustee
Lisa Hatch, Trustee		Joseph Nielsen, Trustee
Clayton Gohr, Trustee		Elaine Urie, Trustee

1. Call to Order
2. Roll Call – *Mayor and All Trustee's present*
3. Invocation – *Joe Nielsen lead the invocation*
4. Pledge of Allegiance – *Peter Brixius lead the Pledge of Allegiance*
5. Minutes of Meeting
 - A. Approval of Minutes of December 10, 2013. (Submitted) *Elaine Urie motioned to approve the minutes of December 10, 2013, Brad Casto seconded, motion passed*
6. Petitions and Public Input *No Input*
7. Changes to Agenda

Striking New Business Item H and I. Adding New Business Item K, - Strike item F New Business on Flood Plain Ordinance
8. Public Hearings (7:15)
 - A. Public Hearing Liquor License Renewal for Kum & Go. *No Comment*
 - B. Public Hearing Liquor License Renewal for WRB Park & Rec Golf Course *No Comment*
 - C. Public Hearing Special Event for Rangely Chamber of Commerce Crab Crack *No Comment*
 - D. SECOND READING Ordinance #683 of the Town of Rangely replacing section 261 of the Rangely Municipal Code, entitled “Standards for Floodplains and Floodways”, of the Town of Rangely, Colorado. *No Comment*
 - E. FIRST READING Ordinance #684 of the Town of Rangely Amending Sections 13.04.130 A and B and 13.12.170 of the Rangely Municipal Code to increase the water and wastewater rates to provide sufficient revenues to maintain the balance of water and wastewater enterprise funds *No Comment*
9. Committee/Board Meetings – *Election Work Session 01/10/2014*
10. Supervisor Reports – *See Attached*
 - A. Alden VandenBrink – Update on Headworks Improvements and Repairs at WWTP Alden *updated the council on the Water Treatment Plant Improvements and the Diffuser project. Glacier & Huber are both working diligently to stay on track with each project. The river project has been slowed by below 0 temperatures initially but now with warmer temperatures the dam has had to be reconstructed because of failures. Will hopefully be out of the river before the end of January. Regulatory deadlines will be met but the project deadlines may be extended to accommodate the temperatures that we need for construction. We have a leak in the South pond which is filtering down to the lower side of Highway 64. Alden will be looking into remedial actions that will seal the pond again this spring. Bentonite was discussed but it does not seal well in our soils, a liner could be placed in the pond but would inhibit cleaning it*

in the future. Alden updated the council on the Wastewater plant repairs after the freeze in the operations room. The headwork's capital spending is included in the packet for approval from the phone poll that was conducted earlier. Repairs are ongoing and a claim with Travelors insurance has been filed, with whom we have a \$2,500 deductible. Alden updated the council on the certifications held by everyone in the Utilities Department and wanted to commend his crew for having some of the highest levels of certifications for a Utility crew in a community our size and Thank Peter Brixius and the Town Council for supporting ongoing certifications.

- B. Mike Englert – Update on Public Works and Building & Grounds Activities *Unable to attend.* **Vicky Pfennig** updated the council on the research for a different television service for White River Village. Direct TV is giving us a quote. The Telluride animal shelter has offered assistance for a new Shelter in Rangely. Vicky is also working on a new municipal code for renewal requirements for Liquor Licensing. Liquor licensing applicants are not turning in their renewals in a timely manner to obtain council approval and then forward to the state for review which may not get their license back to them before the old license expires. Vicky had a collision with the Animal Shelter Van, unless repairs can be made reasonable we will have to look at finding another used vehicle and we may also need to replace the Animal Control Truck because it has multiple repair issues too.

11. Report from Officers

A. Town Manager Update

- a. Parks Agreement *The Parks update was given in the work session.*

Brad asked what our Line loss is on water. Peter believes his calculation the last time was 17%, average throughout the State is 8%. The council would like to take measures to try to reduce that percentage. Peter will recalculate the water loss and report back to the council.

12. New Business

- A. Discussion and Action to Approve Liquor License Renewal for Kum & Go. *Brad Casto motion to approve the liquor License renewal for Kum & Go, Dan Eddy seconded, motion passed, Joe Nielsen and Lisa Hatch abstained*
- B. Discussion and Action to Approve Liquor License Renewal for WRB Park & Rec Golf Course *Elaine Urie motion to approve the liquor License renewal for WRB Park & Rec Golf Course, Brad Casto seconded, motion passed*
- C. Discussion and Action to Approve Special Event Liquor License Rangely Chamber Crab Crack *Elaine Urie Motion to approve the liquor License renewal for Rangely Chamber Crab Crack, Dan Eddy seconded, motion passed*
- D. Discussion and Action to Approve November 2013 Financial Recap *Brad Casto motion to approve the November 2013 Financial Recap, Clayton Gohr seconded, motion passed, abstained*
- E. Discussion and Action to Approve December 2013 Check Register *Elaine Urie motion to approve the December 2013 Check Register, Lisa Hatch seconded, motion passed, abstained*
- ~~F. Discussion and Action to Approve Ordinance # 683 of the Town of Rangely replacing section 261 of the Rangely Municipal Code, entitled "Standards for Floodplains and Floodways", of the Town of Rangely, Colorado.~~
- F. Ratification of phone poll to move forward with Town Hall Capital Project to remodel the Main Lobby Restrooms. (See Attached Materials Estimate for the Project) *Lisa Hatch motion to approve Town Hall Main Lobby Restroom Remodel for \$20,519.14, Clayton Gohr seconded, motion passed*
- ~~G. Discussion and Action to approve the most current parks agreement for the transfer of Hefley Park, Camper Park, Energy Park and East End Park to the WRMPRD.~~
- ~~H. Discussion and Action to secure traffic engineering design for new interchange at the corner of Stanolind and W. Main in order to better accommodate pedestrian traffic and eliminate some of the paving expense.~~

- G. Discussion and Action on Headworks Capital Spending recap covering repairs and improvements. *Clayton Gohr motion to approve the Headworks Capital Spending for repairs for \$32,241.50, Brad Casto seconded, motion passed, abstained*
- H. **Discussion and Action to approve Resolution 2014-1 Titled; A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF RANGELY, COLORADO DETERMINING THAT THE REGULAR MUNICIPAL ELECTION TO BE HELD ON APRIL 1, 2014 SHALL NOT BE A STRICTLY MAIL BALLOT ELECTION, BUT SHALL BE A REGULAR BALLOT BOX ELECTION** *Clayton Gohr motion to approve the Resolution 2014-1 determining that a regular Municipal Election be held on April 1, 2014, Elaine Urie seconded, motion passed, abstained*

13. Informational Items

AGNC Meeting January 16th, Peter

14. Scheduled Announcement - Local Board meetings – January 2014

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- B. Rangely District Library regular meeting Jan 20, 2014 at 5:00 p.m.
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- F. Rio Blanco Water Conservancy Dist board meeting is Jan 29, 2014 at 7:00 p.m.
- G. Rangely Chamber of Commerce board meeting is scheduled for Jan 16, 2014 at 12:00

14. Adjournment *Elaine Urie motioned to adjourn the meeting, Dan Eddy seconded, motion passed, Meeting Adjourned*

ATTEST:

RANGELY TOWN COUNCIL

Lisa Piering, Clerk/Treasurer

Frank Huitt, Mayor

8 – Public Hearings

ORDINANCE NO. 683 (2013)

AN ORDINANCE REPLACING SECTION 261 OF THE RANGELY MUNICIPAL CODE, ENTITLED “STANDARDS FOR FLOODPLAINS AND FLOODWAYS”, OF THE TOWN OF RANGELY, COLORADO.

WHEREAS, the State of Colorado has adopted Rules and Regulations for Regulatory Floodplains in Colorado (Rules) effective January 14, 2011, with a three (3) year implementation period during which all communities are required to adopt the Rules, which provide higher floodplain management standards designed to help communities prepare and plan for, respond to, and mitigate, the effects of future flood damage,

WHEREAS, passage of such regulation is necessary for our community to participate in good standing in the National Flood Insurance Program (NFIP) allowing for qualification to participate in federal financial assistance administered by the Federal Emergency Management Agency (FEMA) in the event of serious flood damages,

WHEREAS, such rules and regulations are consistent with results of a technical effort to evaluate the White River basin using revised hydrology and updated bridge data which was used to better delineate detailed floodplain limits along this corridor and,

WHEREAS, the Town Council agrees that up-to-date and reliable information about flood risks on structures and properties is important to the Rangely community and,

WHEREAS, the Town Council has determined that, to be consistent with state floodplain regulations and with those adopted by other communities in Colorado, it is in the best interests of the Town that a new Section 261 entitled Standards For Floodplains and Floodways be adopted by reference.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF RANGELY, COLORADO:

Section 1. Adoption.

The Town Council, to help bring the Rangely community in line with current floodplain regulations and procedures, finds that adoption of these regulations as Section 261 of the Land Use Code are in support of the general welfare of the Rangely community.

The current Section 261 shall be replaced in its entirety by a new Section 261 entitled Standards For Floodplains and Floodways attached hereto as an exhibit and incorporated herein, which is hereby adopted pursuant to Title 31, Article 16, C.R.S. and the Rangely Municipal Code by reference.

Section 2. Effective Date.

It is hereby found and declared by the Town of Rangely that flooding has occurred in the past within its jurisdiction and will certainly occur within the future; that flooding is likely to result in

infliction of serious personal injury or death, and is likely to result in substantial injury or destruction of property within its jurisdiction; in order to effectively comply with minimum standards for coverage under the National Flood Insurance Program; and in order to effectively remedy the situation described herein, it is necessary that this ordinance become effective after publication and passage on second reading.

Section 3. If any subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. All ordinances or resolutions, or parts thereof, in conflict with this Ordinance are hereby repealed, provided that such repeal shall not repeal the repealer clauses of such ordinance nor revive any ordinance thereby.

Section 4. The Town Council deems it appropriate to publish the title of this Ordinance, together with a summary of the Ordinance and with the statement that the text is available for public inspection and acquisition in the Office of the Town Clerk.

Section 5. This Ordinance is enacted pursuant to the Town’s authority to act under its police power to protect and preserve the general welfare of the Town and its citizens.

READ, APPROVED AND ORDERED PUBLISHED ON FIRST READING THIS _____ DAY OF _____, 2013 BY THE TOWN COUNCIL OF THE TOWN OF RANGELY, COLORADO.

Frank Huitt, Mayor

ATTEST:

Lisa Piering, City Clerk

PASSED, APPROVED, AND ADOPTED ON SECOND READING THIS _____ DAY OF _____, 2013 BY THE CITY COUNCIL OF THE CITY OF CRAIG, COLORADO.

Frank Huitt, Mayor

ATTEST:

Lisa Piering, City Clerk

FLOODPLAIN STANDARDS

New floodplain regulations mandated by State of Colorado and FEMA

The Legislature of the State of Colorado has, in Title 29, Article 20 of the Colorado Revised Statutes, delegated the responsibility of local governmental units to adopt regulations designed to minimize flood losses.

The 100-year flood is a relatively rare event (1-percent chance in any given year), but structures located in the floodplain have a significant chance (26%) of suffering flood damage during the term of a 30-year mortgage. For these reasons, flood insurance is required as a condition of receiving Federal or federally backed financing.

-CONS of not approving new standards-

- Surcharge of \$50.00 to existing policies if new laws are not enacted and enforced.
- Community rating system will drop, increasing flood insurance rates.
- Federal aid programs for flood disaster recovery will not be available.
- The Town will not be in compliance with new laws mandated by the State.
- New flood insurance policies will not be available for owners.

12 – New Business

January 13, 2014

To Board of Trustees and Town Manager

We are pleased to confirm our understanding of the services we are to provide Town of Rangely, Colorado for the year ended December 31, 2013. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Town of Rangely, Colorado as of and for the year ended December 31, 2013. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Town of Rangely, Colorado's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Town of Rangely, Colorado's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedule – General Fund.

We have also been engaged to report on supplementary information other than RSI that accompanies Town of Rangely, Colorado's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- 1) Combining Balance Sheet – Nonmajor Governmental Funds.
- 2) Combining Statement of Revenues, Expenditures, and Changes in Fund Balance – Nonmajor Governmental Funds.
- 3) Budgetary Comparison Schedules – Conservation Trust Fund, Rangely Housing Authority, Rangely Housing Assistance, Rangely Development Agency, Rangely Development Corporation, Rangely Foundation for Public Giving, Water Fund, Wastewater Fund, and Gas Fund.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

- 1) Counties, Cities, and Towns Annual Statement of Receipts and Expenditures for Road, Bridges, and Streets.

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You agree to assume all management responsibilities for any nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Town of Rangely, Colorado's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide

your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will schedule a time to perform our audit with you and to issue our reports no later than July 31, 2014. Matthew Scoggins is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed **\$11,990**. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Town of Rangely, Colorado and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Colorado CPA Services, PC

Colorado CPA Services, PC

RESPONSE:

This letter correctly sets forth the understanding of Town of Rangely, Colorado.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

Skid Steer Comparison	Bobcat	Case
Model	S650	SR250
Size	74hp	84hp
Drive	Single Speed	Two Speed
Upfront Purchase Cost	\$ 37,068.00	N/A
Option to Purchase Cost	N/A	\$ 49,000.00
Annual Lease Cost	\$ 2,000.00	\$ 4,232.00
Trade-In Cost Over 400hrs per hour	\$ 17.00	N/A
Trade-In Cost Over 300hrs per hour	N/A	\$ 15.00
Tires	\$ 1,000.00	N/A
10 Year Cost	\$ 67,068.00	\$ 42,320.00
Purchased Asset after 10 Year Lease	\$ 67,068.00	\$ 87,088.00
Pros	Less Expensive, New Unit every 11 Months, Under Warranty	Bigger, Stronger, Faster, Easier to see out of, Faster speed means less trailering, New unit every year, Under Warranty, No upfront initial cost
Cons	Smaller, Initial Cost, Replacement Tires, Bucket must also be in good condition, Miss a trade-in date and you own that machine	More Expensive



Rear Visibility/Safety





Date: 1-21-14

To: MIKE ENGLEST

Company: Town of Rangely

Number of Pages (including cover) _____

Fax Number: 675-8471

From: mark Buchanan

Instructions/Notes: _____

Bobcat quote and
Annual Trade Program
Details.



Skid Steer Loaders, Excavators,
Track Loaders & Utility vehicles



Early Entry Saws &
Diamond Blades



Trowels, Mixers &
Compaction Equipment



Texture Mats, Color
Hardener & Release



Saws & Diamond Blades



Curb Machines



Saws & Trimmers



Compaction Equipment



Trowels & Screed



Concrete Forms &
Accessories

(877) GO 4 BOBCAT

Sales • Service • Parts • Rentals • Supplies

Commerce City
7000 E 56th Ave
(303) 288-6603 ph
(303) 288-3269 fx

Golden
15680 W 6th Ave
(303) 216-1402 ph
(303) 216-1393 fx

Parker
18562 Pony Express Dr
(720) 851-9484 ph
(720) 851-9481 fx

Greeley
306 N 8th Ave
(970) 356-8800 ph
(970) 356-8811 fx

Grand Junction
3184 Hall Ave
(970) 434-0647 ph
(970) 434-9373 fx

Montrose
4088 N Townsend Ave
(970) 249-7757 ph
(970) 249-7750 fx



Product Quotation

Quotation Number: 7786E08229
Date: 2014-01-21 10:53:30

Ship to	Bobcat Dealer	Bill To
Rangely, Town of Attn: Mike Englert 409 E. Main Street Rangely, CO 81648 Phone: (970) 675-2413 Fax: (970) 675-8471	Bobcat of the Rockies, LLC Grand Junction, CO Contact: Mark Buchanan Phone: (970) 434-0647 Fax: (970) 434-9373 Cellular: (970) 985-6260 Email: mbuchanan@bobcatoftherockies.com	Rangely, Town of Attn: Mike Englert 409 E. Main Street Rangely, CO 81648 Phone: (970) 675-2413 Fax: (970) 675-8471

Description	Part No	Qty	Price Ea.	Total
S650 T4 Bobcat Skid-Steer Loader 74 HP Final Tier 4 Turbo Diesel Engine Auxiliary Hydraulics: Variable Flow Backup Alarm Bob-Tach Bobcat Interlock Control System (BICS) Controls: Bobcat Standard Engine/Hydraulic Systems Shutdown Glow Plugs (Automatically Activated) Horn Instrumentation: Engine Temp and Fuel Gauges, Hourmeter, RPM and Warning Lights Lift Arm Support	M0269	1	\$46,644.00	\$46,644.00
A51 Option Package Cab Enclosure with Heat and AC Suspension Seat	M0269-P01-A51	1	\$4,685.00	\$4,685.00
High Flow Hydraulics, Hydraulic Bucket Positioning	M0269-P03-F40	1	\$2,173.00	\$2,173.00
Advanced Control System	M0269-R01-C03	1	\$1,460.00	\$1,460.00
Air Ride Seat	M0269-R05-C11	1	\$299.00	\$299.00
Attachment Control	M0269-R28-C02	1	\$195.00	\$195.00
74" Low Profile Bucket	6731421	1	\$1,213.00	\$1,213.00
--- Bolt-On Cutting Edge, 74"	6718007	1	\$320.00	\$320.00

Total of Items Quoted	\$56,989.00
Discount Municipal Discount Program	(\$19,921.00)
Sales total before Taxes	\$37,068.00
Taxes: No Tax Added	\$0.00
Quote Total - US dollars	\$37,068.00

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes. Customer must exercise his purchase option within 30 days from quote date.

Customer Acceptance:	Purchase Order: _____
Authorized Signature:	
Print: _____	Sign: _____
	Date: _____

Annual Municipality Trade-In Program Agreement

Effective February 1, 2013

This program is good only on Bobcat Skid Steer Loader models S100, S130, S150, S160, S175, S185, S205, S220, S250, S630, S650, S300, S330, S750, S770 and S850 only. All wheel steer, track or mini track loaders, compact excavators, and attachments are not included.

This program is subject to change or cancellation at any time.

This agreement expires twelve months from the original date of purchase.

Terms and Conditions:

1. The machine cannot be any older than one year from the purchase date. The exchange is to take place after the eleventh month but not later than one year from the date of purchase and before the standard one-year warranty expires. The exchange may take place only once in a twelve-month period.
2. The machine must be purchased with the 24 month / 2000 hour Protection Plus factory warranty.
3. All machines must be returned in salable condition. The unit must be in good mechanical running condition with all instruments and lights in working order.
4. The customer is responsible for all services and lubrication required under warranty and repair to any damages incurred during their possession.
5. The customer is to retain the tire and wheel assemblies and the bucket off the trade machine and Bobcat of the Rockies is to retain the tire and wheel assemblies off the new machine.
6. A minimum charge for the trade-in program will apply as follows:

• Model S100	\$1,000.00
• Models S130, S150	\$1,500.00
• Models S160, S175, S185, S205	\$1,800.00
• Models S220, S250 , S630, S650	\$2,000.00
• Model S300, S330, S750, S770	\$2,500.00
• Model S850	\$3,000.00
7. If the trade-in is returned to us with 400 hours or less, there will be no extra hourly charge. A rate of \$17.00 per hour will apply to all machine hours above 400.
8. In addition, any price increases due to the following are the customer's responsibility:
 - General Price Increase (Inflation, Materials, New Model, etc.)
 - Upgrade in Machine Size
 - Addition of any Options or Accessories
9. If a decrease in machine size occurs, any difference in price may be used toward the purchase of options, attachments or training materials. No cash credit will be given.

10. All units in this program will be factory order specific to each customer, if a unit must be used from dealer stock the price is subject to as much as a 20% increase.

First Time Trade No Minimum Charge Meaning 100% Purchase Price Allowance against the Purchase of an Equally or More Equipped Loader: Bobcat of the Rockies will agree to a 1 (one) ~~time exchange for all first-time participants, that will exclude item #6 under terms and conditions,~~ but include all other conditions. Customers who have already participated once in the trade-in program are not eligible for the No minimum charge exchange.

Bobcat of the Rockies reserves the right to inspect and examine, in our service department, any trade-in machine in question.

I, _____ a _____ acting as an
(Name) (Title)

agent for _____ do hereby agree to all the terms and
(Municipality)

conditions stated above as a guideline for the trade-in of any Bobcat Skid Steer Loader.

(Print Name)

(Print Name)

(Bobcat of the Rockies Representative) (Date)

(Agents Name) (Date)

Art Hudson- Asset Manager, Bobcat of the Rockies
Pat Kelleher-Sales Manager, Bobcat of the Rockies
Alan Coffman- President, Bobcat of the Rockies

LEASE AGREEMENT

CUSTOMER (LESSEE)

LESSOR

Town of Rangely

CENTURY EQUIPMENT COMPANY, INC

ADDRESS

209 East Main

549 32 ROAD

CITY

Rangely

STATE ZIP CODE

Colorado 81648

CONTACT

Peter Brixius

PHONE NO.

970-675-8477

SOCIAL SEC NO. OR FED TAX NO.

COUNTY

CLIFTON, CO 81520

(970) 434-7363

ADDRESS OF EQUIPMENT IF DIFFERENT THAN ABOVE

	MAKE	MODEL	DESCRIPTION	SERIAL NO.
New	Case	SR250 SSL	Skid Steer Loader	TBD
			H Pattern Mechanical Controls, Cab/Heat/Air, Air	
			Ride Seat, Hydraulic Coupler, Hi Flow Hydraulics	
			With Electrics, Cold Start Aid, Performance Package	

LEASE PAYMENTS:

Term of Lease	12 Months
Mo. Lease Pmt	\$4,230.00
Lease Start Date	TBD
Lease End Date	TBD
Max. Hr. limit/Mo.	300
Rate per Hour over	15
Hour meter reading	TBD

MAINTENANCE OPTIONS:

- I accept the maintenance package at a rate of 10% of the lease rate. This package includes reasonable rental return clean-up costs, and routine maintenance. Century Equipment will provide all fluids, filters and labor to service equipment per manufacturers recommendations. Lessee is responsible for daily maintenance including grease and all fluid levels. Lessee is responsible for all damages and/or excessive wear.
- I decline the maintenance package. Lessee is fully responsible to provide all routine maintenance per manufacturers recommendations. Equipment is to be returned clean, with all required maintenance performed. Any necessary clean-up costs and maintenance will be charged accordingly. Lessee is responsible for all damages and/or excessive wear.

If the Equipment is operated for more than (see above) hours in any one month or (see above) hours during the term of this Lease Agreement, then Lessee agrees to pay additional lease rate at the rate of (see above) per hour for each excess hour, due and payable with the next lease payment or, if all such payments have been made, at Lessors demand.

If Lessee fails to make payment within 10 days after the due date, Lessee agrees to pay Lessor a late charge at the highest rate permitted by law or such lower amount assessed by Lessor.

Lease payments shall be made payable to Lessor and mailed to the address shown above.

OPTION TO PURCHASE:

Lessee shall have the option to purchase the Equipment at the expiration of the term of this Lease Agreement, if the Lessee is not in default of this Lease Agreement for a purchase price of **\$ 54,300.00** 100% of all leases paid to Lessor will apply to the agreed purchase price.

PHYSICAL DAMAGE INSURANCE/LIABILITY INSURANCE:

Lessee must provide written proof of physical damage insurance coverage for not less than the fair market value of the Equipment. The insurance policy shall name Lessor or its assignee as an additional insured.

Lessee at its own expense, must carry general liability insurance with minimum liability limits in the amount of \$1 million per person, \$1 million per occurrence for bodily injury, including death, and \$500,000 per occurrence for property damage. The insurance policy shall name Lessor as additional insured.

Each policy of insurance maintained by Lessee as required by this Lease Agreement, shall provide that the insurer shall give Lessor not less than 30 days written notice before such policy or the coverage afforded thereby shall be altered, terminated or cancelled, and provided that Lessor's interest under such policy shall not be adversely affected by any act or omission (whether or not negligent, willful, contrary to the terms of such policy or applicable law or otherwise) of Lessee or anyone acting or purporting to act on its behalf, and that Lessor may but shall not be obligated to pay any premium or other sum payable in respect thereof.

NOTICE TO THE LESSEE: (1) DO NOT SIGN THIS BEFORE YOU READ THE WRITING ON THE REVERSE SIDE, EVEN IF OTHERWISE ADVISED. IT IS IMPORTANT THAT YOU THOROUGHLY READ THIS AGREEMENT BEFORE SIGNING IT. (2) DO NOT SIGN THIS IF IT CONTAINS ANY BLANK SPACES. (3) YOU ARE ENTITLED TO HAVE AN EXACT COPY OF ANY AGREEMENT YOU SIGN.

LESSEE (CUSTOMER)

LESSOR (DEALER)

SIGNATURE

DATE

SIGNATURE

DATE

PRINT NAME

- 1. RETURN OF EQUIPMENT:** On the date of expiration of the Lease agreement, Lessee shall (a) at Lessee's own expense, deliver the equipment to Lessor and (b) pay all charges incurred by Lessor to repair any excessive wear and tear and for any excess hour charges. Excessive wear and tear includes glass breakage, repair to metal work and trim, rips, tears, tires in unsafe condition, and unsafe, abnormal operating condition of the Equipment. The foregoing does not apply if Lessee has been given an option to purchase and exercises the option. If Lessee fails to return the Equipment at the termination of this Lease Agreement, whether upon default or otherwise, then, in addition to any other amounts that may be due to Lessor under this Lease Agreement or under applicable law, Lessee will be liable for daily amount computed on the basis of the highest daily, weekly, or monthly payment.
- 2. LOCATION:** The Equipment will be operated out of and, when not in use, will be kept only at the location specified herein. Lessee will, when requested, advise Lessor of the exact location of Equipment. Lessor may enter any premises under Lessee's control to inspect the Equipment and may remove it if in Lessor's opinion it is being abused or used beyond its capacity.
- 3. RISK OF LOSS:** All risk of loss or damage to the Equipment is assumed by Lessee, until it is returned to Lessor. If the Equipment is capable of being repaired for a cost less than its fair market value, Lessee will repair it at Lessee's cost. If the Equipment cannot be so repaired or is lost or destroyed, Lessee will pay Lessor the sum of (a) all leases and other amounts which are past due to Lessor, (b) the Agreed Option Price less any paid leases plus 1% of Agreed Option Price per month as interest. Upon payment of all sums due hereunder, the Agreement shall terminate as to the unit of Equipment which has suffered the casualty occurrence, and Lessee shall be entitled to retain possession of the Equipment.
- 4. TITLE/LIENS:** Lessee does not have right, title or interest in the Equipment, except the right to use it during the term hereof and the right to purchase the Equipment if an option to purchase is granted hereunder. Lessee agrees to keep the Equipment free and clear of all liens, other than any lien Lessor may have on the Equipment. Lessee will not assign this Lease Agreement or permit others to use the Equipment.
- 5. MAINTENANCE:** Lessee will keep the Equipment in good condition, in operating order, and properly serviced, repaired and maintained. Lessee will make sure that the manufacturer's warranty remains valid. Lessee will pay all costs for these expenses.
- 6. NO WARRANTIES:** The Equipment is Leased "AS IS." There are no implied warranties, including any warranty of merchantability or fitness for particular purpose, and there are no express warranties other than those that may be set forth in separate written agreement signed by Lessor. In no event shall Lessor or the manufacturer of the Equipment be liable for special, incidental or consequential damages.
- 7. ALTERATIONS/REPAIRS:** Lessee will not, without Lessor's prior written consent, affix or install any accessories or attachments to the Equipment. Lessee will not change the Equipment so that it cannot be used by similarly situated lessees. Any improvements, replacements, additions, or repair parts to the Equipment shall become Lessor's property, free of all liens and encumbrances, and shall be deemed part of the Equipment. The Equipment is, and shall at all times be and remain, personal property, notwithstanding that any item of Equipment or any part thereof shall now be and hereafter become in any manner affixed or attached to real property or any improvement thereof.
- 8. INDEMNIFICATION:** Lessee agrees that Lessee's obligation to pay the rental payments will not be subject to defense, set-off, counterclaim, or recoupment. Lessee will indemnify Lessor, its successors and assigns, from any loss or damage to the Equipment or its contents during the term of this Lease Agreement. Lessee will also indemnify Lessor, its successors and assigns, from all claims, losses and costs arising out of the use or condition of the Equipment.
- 9. DEFAULT:** Lessee shall be in default under this Lease Agreement if (a) Lessee fails to make any payment due hereunder; (b) Lessee fails to maintain any insurance required hereunder or fails to comply with the requirements of any such insurance; (c) Lessee attempts to assign this Lease Agreement or attempts to remove, sell, transfer, encumber, part with possession of or sublet any item of the Equipment; (d) Lessee shall commit an act of bankruptcy or become insolvent or bankrupt, shall make an assignment for the benefit of creditors, shall cease to do business as a going concern or suffer an adverse material change in financial condition which causes Lessor to be insecure; (e) Equipment cannot be repaired for a cost less than its fair market value or is lost stolen; or (f) Lessee fails to perform or observe any other covenant or condition within ten days after written notice thereof.
- 10. EARLY TERMINATION:** If Lessee is in default, Lessor may terminate the Lease Agreement. If Lessor terminates this Lease Agreement as a result of Lessee's default, Lessor will have the rights and remedies provided by law and by this Lease Agreement, and Lessee will lose all rights to keep Equipment. Lessor will have the right to take the Equipment without demand. To take it, Lessor may enter the premises where the Equipment is stored and remove it. Lessor may take property in the Equipment at the time of repossession and hold it for Lessee. The repossession of the Equipment by Lessor does not release Lessee from Lessee's obligations under this Lease Agreement. Lessee agrees that Lessor may sell the Equipment (including at wholesale), re-lease it, or otherwise dispose of it in a commercially reasonable manner. Lessee agrees to pay Lessor, as liquidated damages, any amount equal to (a) any unpaid lease, plus (b) the present value as of the date of default of the rent for the remainder of the term (using the Present Value Rate), plus (c) the Purchase Option Price or, if none is stated herein, the anticipated fair market value of the Equipment as determined by Lessor as of the date the Lease Agreement would have expired, plus (d) any excess hour charges, plus (e) to the extent permitted by law, reasonable attorney fees and legal expenses incurred by Lessor in connection with this Lease Agreement, plus (f) any other liabilities under this Lease Agreement, minus the present value of the net proceeds resulting from the disposition of the Equipment (whether by sale or re-lease).
- 11. TOTALITY OF AGREEMENT:** This Lease Agreement contains the entire agreement between Lessor and Lessee unless a change is agreed to in writing by Lessor and Lessee and accepted by any party to whom Lessor assigns this Lease Agreement.

LWCF PROJECT BUDGET

PROJECT NAME: Rangely Trails Program
 PROJECT LWCF IDENTIFICATION NUMBER: 08-01122
 PROJECT SPONSOR: Town of Rangely

ITEM	Completion Date	QUANTITY	Estimated LWCF Share*	Estimated SPONSOR Share**	Estimated Total Cost
Land, structures, rights-of-way, appraisals					
Appraisal					
Architectual and engineering fees					
Engineering and design		0%	\$ -	\$ 20,000.00	\$ 20,000.00
Project inspection fees					
City inspection					
Site work					
Surveying		1 LS	\$ -	\$ 3,500.00	\$ 3,500.00
Grading, surface preparation, utilities		1 LS	\$ -	\$ 30,000.00	\$ 30,000.00
Mobilization/ general conditions		1 LS	\$ -	\$ 10,000.00	\$ 10,000.00
Traffic Control		1 LS	\$ -	\$ 3,000.00	\$ 3,000.00
Demolition and removal					
Concrete removal		1 LS	\$ -	\$ 15,000.00	\$ 15,000.00
Clearing and grubbing		1.24 Acres	\$ -	\$ 4,000.00	\$ 4,000.00
Construction					
10' wide asphalt trail		10,870 S.F.	\$ 45,000.00	\$ 15,000.00	\$ 60,000.00
8' wide asphalt trail		4,200 S.F.	\$ 36,500.00	\$ 3,500.00	\$ 40,000.00
Concrete ramps		3	\$ 8,000.00	\$ -	\$ 8,000.00
MSE Retaining walls		850 S.F.	\$ 15,000.00	\$ 20,000.00	\$ 35,000.00
Safety railing		290	\$ 18,000.00	\$ 5,000.00	\$ 23,000.00
Street crossing - crosswalk striping		3	\$ -	\$ 5,000.00	\$ 5,000.00
Miscellaneous					
Signage		1 LS	\$ 7,000.00	\$ -	\$ 7,000.00
Revegetation/Seeding		16,400S.F.	\$ -	\$ 2,500.00	\$ 2,500.00
Trail gates/ vehicle restriction at entry points		4 EA.	\$ 7,000.00	\$ -	\$ 7,000.00
TOTAL			\$ 136,500.00	\$ 136,500.00	\$ 273,000.00

* Total Estimated LWCF Share must equal the amount of the LWCF grant.

** Total Estimated SPONSOR Share should equal the LWCF grant amount.

Dated: 8/3/12
 Signed: Pete Quimp

13 – Informational Items

Rangely Area Chamber of Commerce's Annual

CRAB CRACK

Saturday, February 8, 2014 at 6:30 PM

Colorado Northwestern Community College, Weiss Center, Colorado Room



ALL YOU CAN EAT

\$50 per person

\$275 per table of 6

BEER AND WINE AVAILABLE FOR PURCHASE

Questions

Call 970-675-5290

Email rangelychamber@gmail.com



Tickets will go on sale

January 15th, 10 AM to Chamber Members

Tickets can be purchased at the Chamber Office in Town Hall

Monday-Thursday 10 AM-3PM



If any tickets are left over they will go on sale to the public beginning Jan. 22

MEMO

TO: Community Networking Group
RE: Tuesday, January 28, 2014 12 noon to 1:30 pm Weiss Conference Room
SPEAKER: The Guest Speaker for January will be Katelin Cook, Economic Development Coordinator for Rio Blanco County. She will discuss expanding the Wagon Wheel Trail System on to BLM lands throughout County. The master plan will expand recreation opportunities within the County for residents and visitors alike; which will also lead to more economic development.

AGENDA

- A. Russell George and Peggy Rector
Opening of meeting & welcome to all present
- B. Nick Goshe, CEO
Rangely District Hospital (RDH)
- C. Tim Webber, Administrator
Western Rio Blanco Recreation District
- D. Matt Scoggins
RE-4 School Superintendent
- E. Peter Brixius
Rangely Town Manager
- F. Frank Huitt, Mayor
Town of Rangely
- G. Jeff Eskelson/Shawn Bolton/John Hill
Rio Blanco County Commissioners
- H. Henry Hames, President
Rangely Chamber of Commerce
- I. Rob McFerron, HR Manager
Blue Mountain Energy (Deserado Coal Mine)
- J. Teri Wilczek, Board Chair
Rangely Junior College District
- K. Mike Morgan
Chairman of Rio Blanco Water Conservancy District
- L. Brad Casto, Board Chair
Moon Lake Electric
- M. Dave Kavanagh
EAGLE-Net
- N. Mark McGowan
Brainstorm Internet
- O. The next Networking Meeting will be on Tuesday, February 25, 2014 at 12 noon – 1:30 pm on the CNCC Rangely Campus in the Weiss Center Conference Room. The speaker to be announced later.**

Community Networking Group

The next Networking meeting will be on Tuesday, January 28, 2014 at 12 noon-2 p.m. in the Weiss Conference Room. Guest Speaker for the day will be Katelin Cook, Economic Development Coordinator for Rio Blanco County. She will discuss expanding the Wagon Wheel Trail System on to BLM lands throughout western Rio Blanco County connecting with Meeker trails. The master plan will expand recreation opportunities within the County for residents and visitors alike; which will also lead to more economic development. After the presentation the Networking Group will proceed with reports from the community.

PIZZA, SALAD & DESSERT WILL BE SERVED!



Notice of General
Municipal Election
To Be held on
Tuesday, April 1, 2014
At Town Hall 209 E Main
Rangely, Colorado

I, Lisa Piering, Town Clerk of Rangely, Colorado, DO I HEREBY GIVE PUBLIC NOTICE of a General Municipal Election for Town of Rangely Mayor and Council members to be held on Tuesday, April 1, 2014, at which time there will be elected:

ONE MAYOR, SERVING A 2-YEAR TERM
and
THREE COUNCIL MEMBERS, SERVING A 4-YEAR TERM

Each position shall be voted upon by the entire electorate of the Town.

The person receiving the greatest number of votes for the Mayor, 2-year term shall be elected.

The first three people receiving the greatest number of votes for the Council member 4-year terms shall be elected.

Every person who has attained the age of 18 years possessing the following qualifications is entitled to register vote at all municipal elections:

- A) He/she is a citizen of the United States;
- B) He/she resided in the State of Colorado for thirty days prior to the municipal election at which he offers to vote.

The polls will be opened at 7:00 a.m. on the day of the election and will be closed at 7:00 p.m. the same day at Town Hall, 209 E Main, Rangely Colorado, 81648.

***NOTE: The First day that nomination petitions maybe circulated is February 10, 2014.**

Lisa Piering
Town Clerk/Treasurer

QUALIFICATIONS FOR OFFICE OF MAYOR OR TRUSTEE

To be a Candidate for a Municipal Public Office, you must:

1. Be a citizen of the U.S.;
2. Be a registered elector;
3. Be 18 years of age or older on the date of the election;
4. Have resided in the Town of Rangely for a period of at least twelve (12) consecutive months immediately preceding the date of the election.

NOMINATION PETITIONS

Nomination petition forms will be available in the Town Clerk's office on Monday, February 10, 2014.

Nomination petitions may be circulated and signed beginning on the 50th day prior to the date of election, Monday, February 10, 2014 and ends on the 30th day Friday, February 28, 2014 (an exception for filing nomination petitions exists when the day falls on Sat., Sun. or a legal holiday they must be turned in the preceding business day,. Ten (10) registered electors shall sign each petition. Each registered elector signing a petition shall provide a printed name, signature and place of residence including street name and number, town, county and date of signature. The circulator of each nomination petition shall sign an affidavit that each signature thereon is the signature of the person whose name it claims to be and that each signer has stated to the circulator that he is a registered elector of the Town of Rangely.

No registered elector shall sign more than one nomination petition for each separate office to be filled in the Town. (Example: For the 2014 election there are four Board of Trustee positions and one Mayor. A registered elector can not sign more than four Trustee petitions, and never more than one for Mayor.)

Each nomination petition shall be filed with the Town Clerk's office no later than the Friday preceding the 30th day prior to the date of election (5:00 p.m. – Friday, February 28, 2014). Every such petition shall be filed with a written affidavit of the candidate accepting such nomination. The Candidate's Acceptance shall contain the place of residence of the candidate and the name of the candidate in the form that he/she wishes to appear on the ballot. The candidate's name may be a nickname but shall not contain any title or degree designating the business or profession of the candidate.

*****NOTE:** The nomination petitions will be verified by the Town Clerk's Office. If a candidate files a petition which does not have the required number of valid signatures, the candidate will have an opportunity to circulate additional petitions to meet the 10 signature requirement prior to twenty-three days before the election (March 7, 2014).

WITHDRAWAL FROM NOMINATION

A candidate whose nomination petition has been properly completed and certified may withdraw from nomination by filing a sworn statement with the Town Clerk's Office by March 7, 2014.

IMPORTANT DATES FOR CANDIDATES

- **February 10, 2014** – First day nomination petitions can be circulated.
- **February 28, 2014, 5:00 p.m.** – Last day nomination petitions can be circulated and the deadline for submitting nomination petitions to the Town Clerk's Office, Lisa Piering, Town of Rangely, 209 E Main, Rangely, Co 81648.
- **March 3, 2014** – Last day to register to vote in the April 1, 2014 election.
- **March 7, 2014** - Last day for a candidate whose nomination petition has been completed and certified to withdraw from nomination.
- **March 11, 2014, 5:00 p.m.** – Last day to file Affidavit of Intent to be a write-in candidate.
Fair Campaign Contribution reports due at the Town Clerk's Office.
- **March 12, 2014** – Last day to file petition or certificate of nomination to fill a vacancy.
- **March 28, 2014, 5:00 p.m.** – Fair Campaign Contribution reports due at the Town Clerk's Office.
- **April 1, 2014 – Election Day.**
- **May 1, 2014, 5:00 p.m.** – Fair Campaign Contribution reports due at the Town Clerk's Office.

COMMONLY ASKED QUESTIONS

- 1. Do nominees have to be registered to vote to pick up or circulate a petition?**
No; candidates are only required to be registered electors prior to when they formally accept their nomination by signing the affidavit attached to their nomination petition, thus becoming a “candidate.” (31-10-302(6) C.R.S.) However, to be registered, a candidate must register by February 28, 2014 – the last day to accept their nomination.
- 2. May a nominee circulate his/her own petition?**
Yes. The Municipal Election Code does not contain any limitations on circulators, and therefore does not prohibit candidates from circulating their own petitions. (31-10-302, C.R.S.)
- 3. What information must electors provide when signing a nominating petition?**
In addition to affixing their signature to the petition, electors must also print their legal name and include their place of residence, including street name and number, the city or town, the county, and the date of signing. (31-10-302(3) C.R.S.)
- 4. How many signatures must a candidate have on a nomination petition for the petition to be considered valid?**
Candidates for a Town office are required to have at least ten (10) *valid* signatures. Instances which may (but are not limited to) invalidate a signature are:

 1. The signer is not a registered elector in the Town of Rangely.
 2. The signature is not the signature of the elector on file at the County Clerk’s office.
 3. The registered elector’s signature appears on more than one nomination petition for a particular office.

It is recommended that a candidate obtain more than ten (10) signatures on a nomination petition in case some signatures are invalid.

WE WANT YOU
TO PARTICIPATE IN THE RIO BLANCO
COUNTY



**CITIZEN'S FORUM
ON ECONOMIC
DEVELOPMENT**

SATURDAY, JANUARY 25

1:30 TO 4:00 PM

**AT THE HISTORIC MEEKER HOTEL,
500 MAIN ST.**

This is your opportunity to share your ideas and to learn about effective ways for improving our economy, creating jobs and enhancing our quality of life through

★ **HERITAGE AND AGRITOURISM**

★ **HISTORY AND CULTURE**

★ **PERFORMING ARTS**

★ **KEYNOTE SPEAKER:**

★ **kel li hepler, colorado tourism office**

★ **TELECONFERENCE CALL AVAILABLE:**

★ **RSVP TO 970 878-4832 OR E-MAIL**

AMICK@COLORADO.EDU

SPONSORED BY

the rio blanco county
citizens for economic development

Citizens Forum on RBC Economic Development on Sat. Jan 25 in Meeker

A citizen's forum on economic development for Rio Blanco County will be held on Saturday, January 25 from 1:30 to 4:00 p.m. at the historic Meeker Hotel Dining Room. The conference is sponsored by *the Rio Blanco County Citizens for Economic Development*.

The forum will be an opportunity to learn about a variety of efforts and programs that are being considered to improve the economy throughout the county, and for citizens to have input and suggestions on ideas that may provide viable solutions. All Meeker, Rangely and Rio Blanco County residents are invited and encouraged to participate. Light refreshments will be served. Participants should come prepared to discuss ideas and apply creativity to help address these crucial issues that may create jobs and promote tourism for the future of Rio Blanco County.

Representatives from the Colorado Tourism Office have been invited to share insight into programs that have worked well in other rural communities. Heritage and Agritourism are among the most successful and easily accomplished in rural communities, and account for the greatest economic growth as tourism is the leading economic engine in Colorado. Delta County has already pursued such programs with great success. Kelli Hepler from Delta and the Colorado Tourism Office will present their success story. The Colorado Commission on Agriculture will also provide input and discussion.

Other presenters invited are from the Office of Economic Development's Colorado Creative Industries, who will discuss designation as a Creative District. Other discussions will include repurposing and restoring historic downtown areas as attractions to visitors.

History Colorado representatives will discuss details of nominations for historic places and historic districts as economic development incentives. Meeker has been approved for nomination as a Colorado Historic District.

A renowned professor emerita from Arizona State University who is a frequent Meeker visitor remarked that Rio Blanco County is a treasure trove of historic venues and artifacts and has a rich and fascinating history that should be marketed to the world. International and domestic tourists are fascinated by the lore of the old West, such as military battles, memorabilia, ranching, farming and Native Americans, and frequently travel great distances to appreciate those experiences. Presently Rio Blanco County attractions are among "best kept secrets in Northwestern Colorado." A multifaceted and strong marketing campaign through the internet and social media can literally invite the World to visit and tour this most historic and interesting area.

A teleconference will be available for those who cannot attend in person. For more information or to participate in the Citizens Forum by teleconference, please RSVP to 970 878-4832 or e-mail amick@colorado.edu.