



Town of Rangely

RDA Board Packet
June 13th, 2024 - 7:30am





Town of Rangely Conference Room
**** June 13th, 2024 @ 7:30 a.m. ****
Agenda







Keely Ellis, Chairman

Ron Granger, Vice Chairman
Karen Reed
Emma Baker

Jeannie Caldwell
Ryan Huitt
Candra Robie

Ex-Officio

Rio Blanco County Commissioner – Doug Overton
School District Representative – Brad Casto
RJCD Board Representative – Lisa Jones
Rangely Special Districts – Alden Vanden Brink

- 1) Call to Order
- 2) Roll Call
- 3) Minutes of Meeting
 - a) *Discussion and Action to approve the minutes of April 11th, 2024.*
- 4) Changes to the Agenda
- 5) Public Input
- 6) Old Business
- 7) New Business
 - a) *Discussion and action to approve the Financials for March/April 2024*
 - b) *Discussion and action to approve the check register for March/April 2024*
 - c) *Update Just Transition Grant Application*
- 8) Committee & Project Updates
 -  **Main Street:** Jeannie Caldwell, Lisa Piering
 -  **Mountain Bike Trails:** Keely Ellis, Jeannie Caldwell, Lisa Piering
 -  **Housing:** Lisa Piering
 -  **Airport:** Jeannie Caldwell, Lisa Jones
 -  **Outdoor Rec. – Tourism:** Ryan Huitt
 -  **Investment Opportunity:** Jeannie Caldwell, Karen Reed,
- 9) Information
- 10) Adjourn



Town of Rangely Conference Room
*** April 11th, 2024 @ 7:30 a.m. ***
Minutes


Keely Ellis, Chairman

**Ron Granger, Vice Chairman
Karen Reed
Emma Baker**

**Jeannie Caldwell
Ryan Huitt
Candra Robie**

Ex-Officio

**Rio Blanco County Commissioner – Doug Overton
School District Representative – Brad Casto
RJCD Board Representative – Lisa Jones
Rangely Special Districts – Alden Vanden Brink**

- 1) Call to Order -7:34am
- 2) Roll Call – Ron Granger, Emma Baker, Jeannie Caldwell, Candra Robie, Doug Overton, Brado Casto, and Lisa Jones present. Keely Ellis present after roll call. Karen Reed, Ryan Huitt, and Alden Vanden Brink absent.
- 3) Minutes of Meeting
 - a) *Discussion and Action to approve the minutes of February 8, 2024.* – **Motion made by Brad Casto to approve the minutes of February 8, 2024, second by Jeannie Caldwell. Motion passed.**
- 4) Changes to the Agenda - None
- 5) Public Input – Lisa Jones stated that the State Board will be visiting CNCC and would like input from the community. CNCC will be dedicating the soccer field.
- 6) Old Business
- 7) New Business
 - a) *Discussion and action to approve the Financials for January/February 2024* – **Motion made by Brad Casto to approve the Financials for January/February 2024, second by Emma Baker. Motion passed.**
 - b) *Discussion and action to approve the check register for January/February 2024* – **Motion made by Brad Cast to approve the check register for January/February 2024, second by Candra Robie. Motion passed.**
 - c) *Discussion and action to approve a grant RARE request to Just Transition not to exceed ~~\$400,000.00~~ \$500,000.00* – Grant is to help entrepreneurs and small businesses. It is a 3-year program. Looking at rolling out in 2025 and possibly use CNCC’s business class as beta to help figure out how to. Would like to receive the grant and then set up a committee to setup parameters/criteria for who can apply for the money. **Motion made by Keely Ellis to approve the grant RARE request to Just Transition not to exceed \$500,00.00, second by Brad Casto. Motion passed.**
- 8) Committee & Project Updates
 -  **Main Street:** Jeannie Caldwell, Lisa Piering – *First batch of Hometown Hero banners will be hung on Memorial Day weekend. Jeannie will attend the Main Street annual conference in May. Looking at expanding sidewalks with a grant.*



- + **Mountain Bike Trails:** Keely Ellis, Jeannie Caldwell, Lisa Piering – *Ride the Rockies was cancelled along with the gravel grinder that was going to be a part of it.*
- + **Housing:** Lisa Piering – *Working on getting affordable housing with a grant.*
- + **Airport:** Jeannie Caldwell, Lisa Jones – *CNCC and Rio Blanco County are working together.*
- + **Outdoor Rec. – Tourism:** Ryan Huitt – *CNCC has hired an outdoor recreation position.*
- + **Investment Opportunity:** Jeannie Caldwell, Karen Reed – *No update given*

9) **Information** – ROAR will be April 25. There will be a Lunch and Learn, topic will be Customer Service.

10) **Adjourn** -8:34am

TOWN OF RANGELY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 3 MONTHS ENDING MARCH 31, 2024

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
73-30-100 HOUSING REVENUE	4,675.00	16,025.00	69,300	53,275.00	23.12
73-30-200 INTEREST EARNED	48.29	141.75	200	58.25	70.88
73-30-320 MAIN ST REVENUES	.00	.00	1,750,000	1,750,000.00	.00
73-30-500 MISCELLANEOUS INCOME	160.05	310.15	90,000	89,689.85	.34
TOTAL REVENUES	4,883.34	16,476.90	1,909,500	1,893,023.10	.86
TOTAL FUND REVENUE	4,883.34	16,476.90	1,909,500	1,893,023.10	.86

TOWN OF RANGELY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2024

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
73-40-220 PROF/TECH SERVICES	27.05	217.62	4,500	4,282.38	4.84
73-40-250 HOUSING MANAGEMENT EXPENSE	4,308.00	13,198.28	52,600	39,401.72	25.09
73-40-260 HOUSING MAINT/REPAIRS	.00	.00	2,000	2,000.00	.00
73-40-270 UTILITIES	.00	.00	100	100.00	.00
73-40-300 MARKETING	.00	.00	1,000	1,000.00	.00
73-40-301 GRANT EXPENSES	.00	3,588.00	25,000	21,412.00	14.35
TOTAL OPERATING EXPENSES	<u>4,335.05</u>	<u>17,003.90</u>	<u>85,200</u>	<u>68,196.10</u>	<u>19.96</u>
<u>CAPITAL IMPROVEMENTS</u>					
73-40-800 CAPITAL IMPROVEMENTS	1,699.35	1,699.35	2,000,000	1,998,300.65	.08
TOTAL CAPITAL IMPROVEMENTS	<u>1,699.35</u>	<u>1,699.35</u>	<u>2,000,000</u>	<u>1,998,300.65</u>	<u>.08</u>
TOTAL EXPENDITURES	<u>6,034.40</u>	<u>18,703.25</u>	<u>2,085,200</u>	<u>2,066,496.75</u>	<u>.90</u>
TOTAL FUND EXPENDITURES	<u>6,034.40</u>	<u>18,703.25</u>	<u>2,085,200</u>	<u>2,066,496.75</u>	<u>.90</u>
NET REVENUE OVER EXPENDITURES	<u>(1,151.06)</u>	<u>(2,226.35)</u>	<u>175,700-</u>	<u>(173,473.65)</u>	<u>(1.27)</u>

TOWN OF RANGELY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2024

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
73-30-100 HOUSING REVENUE	5,675.00	21,700.00	69,300	47,600.00	31.31
73-30-200 INTEREST EARNED	46.73	188.48	200	11.52	94.24
73-30-320 MAIN ST REVENUES	300.05	300.05	1,750,000	1,749,699.95	.02
73-30-500 MISCELLANEOUS INCOME	300.05	610.20	90,000	89,389.80	.68
TOTAL REVENUES	6,321.83	22,798.73	1,909,500	1,886,701.27	1.19
TOTAL FUND REVENUE	6,321.83	22,798.73	1,909,500	1,886,701.27	1.19

TOWN OF RANGELY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2024

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
73-40-220 PROF/TECH SERVICES	17.95	235.57	4,500	4,264.43	5.23
73-40-250 HOUSING MANAGEMENT EXPENSE	1,592.75	14,791.03	52,600	37,808.97	28.12
73-40-260 HOUSING MAINT/REPAIRS	.00	.00	2,000	2,000.00	.00
73-40-270 UTILITIES	.00	.00	100	100.00	.00
73-40-300 MARKETING	.00	.00	1,000	1,000.00	.00
73-40-301 GRANT EXPENSES	.00	3,588.00	25,000	21,412.00	14.35
TOTAL OPERATING EXPENSES	1,610.70	18,614.60	85,200	66,585.40	21.85
<u>CAPITAL IMPROVEMENTS</u>					
73-40-800 CAPITAL IMPROVEMENTS	.00	1,699.35	2,000,000	1,998,300.65	.08
TOTAL CAPITAL IMPROVEMENTS	.00	1,699.35	2,000,000	1,998,300.65	.08
TOTAL EXPENDITURES	1,610.70	20,313.95	2,085,200	2,064,886.05	.97
TOTAL FUND EXPENDITURES	1,610.70	20,313.95	2,085,200	2,064,886.05	.97
NET REVENUE OVER EXPENDITURES	4,711.13	2,484.78	175,700-	(178,184.78)	1.41

Report Criteria:

Actual amounts
 All accounts
 Account.Termination date = IS NULL
 Account.Account number = "7330100"- "7340800"

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance	
73-30-100 HOUSING REVENUE						
		02/29/2024 (02/24) Balance	.00 *	.00 *	11,350.00-	
AR	13	Billings		4,675.00-		
		03/31/2024 (03/24) Period Totals and Balance	.00 *	4,675.00- *	16,025.00-	
AR	10	Billings		4,675.00-		
AR	17	Billings		1,000.00-		
		04/30/2024 (04/24) Period Totals and Balance	.00 *	5,675.00- *	21,700.00-	
YTD Encumbrance	.00	YTD Actual	21,700.00- Total	21,700.00- YTD Budget	69,300.00- Unearned	47,600.00

73-30-200 INTEREST EARNED						
		02/29/2024 (02/24) Balance	.00 *	.00 *	93.46-	
JE	56	INTEREST EARNED		48.29-		
		03/31/2024 (03/24) Period Totals and Balance	.00 *	48.29- *	141.75-	
JE	76	INT EARNED		46.73-		
		04/30/2024 (04/24) Period Totals and Balance	.00 *	46.73- *	188.48-	
YTD Encumbrance	.00	YTD Actual	188.48- Total	188.48- YTD Budget	200.00- Unearned	11.52

73-30-310 MAIN STREET GRANT - MSOB						
		02/29/2024 (02/24) Balance	.00 *	.00 *	.00	
		04/30/2024 (04/24) Period Totals and Balance	.00 *	.00 *	.00	
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00

73-30-320 MAIN ST REVENUES						
		02/29/2024 (02/24) Balance	.00 *	.00 *	.00	
AP	91	HOLIDAY OUTDOOR DECOR	124.95			
CR	3266128	HOMETOWN HERO BANNER - Rice, Bernie		125.00-		
CR	3266249	TREAD HOMETOWN HEREOS BANNERS - RANGELY		250.00-		
CR	3266266	MISC INCOME - HOMETOWN HEROS HOPSON, BREN		50.00-		
		04/30/2024 (04/24) Period Totals and Balance	124.95 *	425.00- *	300.05-	
YTD Encumbrance	.00	YTD Actual	300.05- Total	300.05- YTD Budget	1,750,000.00- Unearned	1,749,699.95

73-30-500 MISCELLANEOUS INCOME						
		02/29/2024 (02/24) Balance	.00 *	.00 *	150.10-	
CR	3265732	background check - wells, eric		160.00-		
JE	76	INTEREST EARNED		.05-		
		03/31/2024 (03/24) Period Totals and Balance	.00 *	160.05- *	310.15-	
JE	55	INT EARNED		.05-		
JE	98	LWILEY SEC DEP		900.00-		
JE	100	LWILEY PET DEP		250.00-		
JE	107	SEC DEPOSIT REFUND L.WILEY	850.00			
		04/30/2024 (04/24) Period Totals and Balance	850.00 *	1,150.05- *	610.20-	
YTD Encumbrance	.00	YTD Actual	610.20- Total	610.20- YTD Budget	90,000.00- Unearned	89,389.80

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
73-40-220 PROF/TECH SERVICES					
		02/29/2024 (02/24) Balance	.00 *	.00 *	190.57
AP	134	ALL COPY PRODUCTS INC.	13.42		
JE	102	ADJ PREPAID ACCT CIRSA PINNACOL	13.63		
		03/31/2024 (03/24) Period Totals and Balance	27.05 *	.00 *	217.62
AP	135	ALL COPY PRODUCTS INC.	19.89		
JE	110	PREPAID EXPENSE BALANCING WC		1.94-	
		04/30/2024 (04/24) Period Totals and Balance	19.89 *	1.94- *	235.57
YTD Encumbrance	.00	YTD Actual 235.57 Total	235.57	YTD Budget 4,500.00 Unexpended	4,264.43

73-40-250 HOUSING MANAGEMENT EXPENSE					
		02/29/2024 (02/24) Balance	.00 *	.00 *	8,890.28
AP	42	CF INVESTORS PARTNERSHIP LLP	4,308.00		
		03/31/2024 (03/24) Period Totals and Balance	4,308.00 *	.00 *	13,198.28
AP	65	RANGELY HARDWARE	11.99		
AP	81	CF INVESTORS PARTNERSHIP LLP	3,397.00		
AP	83	CF INVESTORS PARTNERSHIP LLP		11.99-	
AP	69	RANGELY HARDWARE	718.50		
AP	82	CF INVESTORS PARTNERSHIP LLP		718.50-	
AP	162	RANGELY HARDWARE	52.98		
AP	536	CF INVESTORS PARTNERSHIP LLP		1,820.00-	
AP	310	RANGELY HARDWARE	13.26		
AP	534	RANGELY HARDWARE	31.98		
AP	535	RANGELY HARDWARE	59.99		
AP	538	CF INVESTORS PARTNERSHIP LLP		144.95-	
AP	441	WHITE RIVER MARKET	2.49		
AP	451	RANGELY TRASH SERVICE	45.00		
AP	537	CF INVESTORS PARTNERSHIP LLP		45.00-	
		04/30/2024 (04/24) Period Totals and Balance	4,333.19 *	2,740.44- *	14,791.03
YTD Encumbrance	.00	YTD Actual 14,791.03 Total	14,791.03	YTD Budget 52,600.00 Unexpended	37,808.97

73-40-255 HOUSING RENTAL EXP/FEE					
		02/29/2024 (02/24) Balance	.00 *	.00 *	.00
		04/30/2024 (04/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00

73-40-260 HOUSING MAINT/REPAIRS					
		02/29/2024 (02/24) Balance	.00 *	.00 *	.00
		04/30/2024 (04/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget 2,000.00 Unexpended	2,000.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
73-40-270 UTILITIES					
		02/29/2024 (02/24) Balance	.00 *	.00 *	.00
		04/30/2024 (04/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget 100.00 Unexpended	100.00
73-40-300 MARKETING					
		02/29/2024 (02/24) Balance	.00 *	.00 *	.00
		04/30/2024 (04/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget 1,000.00 Unexpended	1,000.00
73-40-301 GRANT EXPENSES					
		02/29/2024 (02/24) Balance	.00 *	.00 *	3,588.00
		04/30/2024 (04/24) Period Totals and Balance	.00 *	.00 *	3,588.00
YTD Encumbrance	.00	YTD Actual 3,588.00 Total	3,588.00	YTD Budget 25,000.00 Unexpended	21,412.00
73-40-700 CAPITAL OUTLAY					
		02/29/2024 (02/24) Balance	.00 *	.00 *	.00
		04/30/2024 (04/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
73-40-710 CAP OUTLAY--MSOB					
		02/29/2024 (02/24) Balance	.00 *	.00 *	.00
		04/30/2024 (04/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
73-40-730 CAP OUTLAY-MAIN ST PROJECTS					
		02/29/2024 (02/24) Balance	.00 *	.00 *	.00
		04/30/2024 (04/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
73-40-800 CAPITAL IMPROVEMENTS					
		02/29/2024 (02/24) Balance	.00 *	.00 *	.00
AP	467	HOLIDAY OUTDOOR DECOR	1,699.35		
		03/31/2024 (03/24) Period Totals and Balance	1,699.35 *	.00 *	1,699.35
		04/30/2024 (04/24) Period Totals and Balance	.00 *	.00 *	1,699.35
YTD Encumbrance	.00	YTD Actual 1,699.35 Total	1,699.35	YTD Budget 2,000,000.00 Unexpended	1,998,300.65

Number of transactions: 35	Number of accounts: 16	Debit	Credit	Proof
Total ECONOMIC DEVELOPMENT FUND/RDA:		11,362.43	14,922.50-	3,560.07-
Number of transactions: 35	Number of accounts: 16	Debit	Credit	Proof
Grand Totals:		11,362.43	14,922.50-	3,560.07-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
73-40-800 CAPITAL IMPROVEMENTS (continued)					

Report Criteria:

Actual amounts

All accounts

Account Termination date = IS NULL

Account.Account number = "7330100"-"7340800"

Report Criteria:

Report type: Invoice detail

Invoice Detail.GL account = "7340220","7340255","7340260","7340270","7340300","7340301","7340700","7340800","7340250"

GL Period	Payee	Invoice GL Account Title	Check Issue Date	Check Number	Invoice Number	Amount
03/24	ALL COPY PRODUCTS INC.	PROF/TECH SERVICES	03/15/2024	85729	36132709	13.42
04/24	ALL COPY PRODUCTS INC.	PROF/TECH SERVICES	04/15/2024	85835	36345320	19.89
Total ALL COPY PRODUCTS INC.:						33.31
03/24	CF INVESTORS PARTNERSHIP LLP	HOUSING MANAGEMENT EXPENSE	03/15/2024	85738	SAGE RENT 0	4,308.00
04/24	CF INVESTORS PARTNERSHIP LLP	HOUSING MANAGEMENT EXPENSE	04/15/2024	85843	SAGE RENT 0	3,397.00
04/24	CF INVESTORS PARTNERSHIP LLP	HOUSING MANAGEMENT EXPENSE	04/15/2024	85843	TRUE VALUE	718.50-
04/24	CF INVESTORS PARTNERSHIP LLP	HOUSING MANAGEMENT EXPENSE	04/15/2024	85843	TRUE VALUE	11.99-
Total CF INVESTORS PARTNERSHIP LLP:						6,974.51
03/24	RANGELY HARDWARE	HOUSING MANAGEMENT EXPENSE	03/15/2024	85762	471840	.99
04/24	RANGELY HARDWARE	HOUSING MANAGEMENT EXPENSE	04/15/2024	85863	474303	11.99
04/24	RANGELY HARDWARE	HOUSING MANAGEMENT EXPENSE	04/15/2024	85863	474415	718.50
04/24	RANGELY HARDWARE	HOUSING MANAGEMENT EXPENSE	04/30/2024	85919	474879	52.98
04/24	RANGELY HARDWARE	HOUSING MANAGEMENT EXPENSE	04/30/2024	85919	476090	13.26
Total RANGELY HARDWARE:						797.72
Grand Totals:						7,805.54

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
73-21500	730.49	8,536.03-	7,805.54-
73-40-220	33.31	.00	33.31
73-40-250	8,502.72	730.49-	7,772.23
Grand Totals:	9,266.52	9,266.52-	.00

August 10, 2023 ***APPROVED CHECK REGISTER***

RDC BOARD

Lisa Piering

From: Mason - CDLE, Cassie <cassie.mason@state.co.us>
Sent: Thursday, June 6, 2024 10:45 AM
To: Lisa Piering
Cc: Leslie Hylton-Hinga - OEDIT
Subject: OJT/OEDIT Community Grant Application - RARE
Attachments: Ragely Application 6.6.24.pdf

Hello Lisa,

This email confirms receipt of Rangely's grant application for the RARE program. Please send me a program budget in order to complete your submission.

As for next steps - after an internal OJT/OEDIT review of the application, we will schedule a time to meet with you again regarding the project and will send you a list of any questions that are raised during our internal review of the application.

Please do not hesitate to get in touch with me with questions as we move forward.

Regards,
Cassie

--

Cassie Mason
Program and Operations Assistant
Colorado Office of Just Transition



We Keep Colorado Working.

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cassie.mason@state.co.us | www.colorado.gov/cdle

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