



Town of Rangely Conference Room
**** August 10 @ 7:30 a.m. ****
Agenda







Keely Ellis, Chairman

Ron Granger, Vice Chairman
Karen Reed
Emma Baker

Sara Peterson
Ryan Huitt
vacant seat

Ex-Officio

Rio Blanco County Commissioner – Dave Overton
School District Representative – Jerry LeBleu
RJCD Board Representative – Lisa Jones
Rangely Special Districts – Alden VandenBrink

- 1) Call to Order
- 2) Roll Call
- 3) Minutes of Meeting
 - a) *Discussion and Action to approve the minutes of May 11th, 2023.*
- 4) Changes to the Agenda
- 5) Public Input - Raquel Peterson, Childcare Grant Updates
- 6) Old Business
- 7) New Business
 - a) *Discussion and Action to accept the resignation of Sara Peterson*
 - b) *Discussion and action to appoint Jeannie Caldwell to the Rangely Development Corporation Board*
 - c) *Discussion and action to appoint Candra Robie to the Rangely Development Corporation Board*
 - d) *Discussion and action to approve the Financials for May, June & July 2023*
 - e) *Discussion and action to approve the check register for May, June & July 2023*
 - f) *Discussion to promotion of Small Business Accelerated Grough Program*
 - g) *Discussion and action to approve a grant to Coyote Run Tack & Consignment (application will follow)*
- 8) Committee & Project Updates
 -  **Main Street:** Jeannie Caldwell, Lisa Piering
 -  **Mountain Bike Trails:** Keely Ellis, Jeannie Caldwell, Lisa Piering
 -  **Housing:** Lisa Piering
 -  **Cyber Security:** Jeannie Caldwell, Lisa Jones,
 -  **Outdoor Rec. – Tourism:** Ryan Huitt
 -  **Investment Opportunity:** Jeannie Caldwell, Karen Reed,
- 9) Information Adjourn



(RDA)

Town of Rangely Conference Room

**** May 11th @ 7:30 a.m. ****

Minutes





Keely Ellis, Chairman

Ron Granger, Vice Chairman
Karen Reed
Emma Baker

Sara Peterson
Ryan Huitt
vacant seat

Ex-Officio

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

- 1) **Call to Order** – 7:37am
- 2) **Roll Call** – Ron Granger, Karen Reed, Emma Baker, Ryan Huitt, and Alden Vanden Brink were present. Kelly Ellis, Sara Peterson, Doug Overton, Jerry LeBleu, and Lisa Jones absent.
- 3) **Minutes of Meeting**
 - a) *Discussion and Action to approve the minutes of January 19th, 2023. – Motion made by Alden Vanden Brink to approve the minutes of January 19th, 2023, second by Karen Reed. Motion passed.*
- 4) **Changes to the Agenda** - None
- 5) **Public Input** – Child Care Grant meeting on May 10th
- 6) **Old Business**
- 7) **New Business**
 - a) *Discussion and Action to approve March/April Financials. – Motion made by Ryan Huitt to approve March/April Financials, second by Karen Reed. Motion passed.*
 - b) *Adora Grant Summary Payment – Sign has been put up, and payment has been paid.*
- 8) **Committee & Project Updates**
 -  **Main Street:** Jeannie Caldwell, Lisa Piering – *Working on engineering two walking paths through TREAD, working on the Dark Skies designation, there is a Main Street survey and Jeannie asked if everyone would take it.*
 -  **Mountain Bike Trails:** Keely Ellis, Jeannie Caldwell, Lisa Piering
 -  **Housing:** Lisa Piering – *Lisa attended a housing summit in Craig, the Town will apply for some grants, Lisa would like to put a work group together to understand the need for housing.*
 -  **Cyber Security:** Jeannie Caldwell, Lisa Jones,



- ✚ **Outdoor Rec. – Tourism:** Ryan Huitt - *ROAR was very successful with record number and it was 100% volunteered, LARPing events will be in Rangely again this year with 3 different events. Freedom March will be on June 22nd.*
- ✚ **Investment Opportunity:** Jeannie Caldwell, Karen Reed,

9) **Information**

Adjourn - 8:32am



August 1, 2023

RDA/RDC Board
Rangely, Colorado 81648

RE: Board Vacancy

To Whom It May Concern:

I am interested in sitting on the Board of the RDA/RDC. I would not represent the Town but would represent TREAD, which is Rangely's Main Street Program. I serve as the Executive Director of that program.

I feel I have the qualifications to fill the position as I have worked in Economic Development/Marketing for more than 20 years. I have a bachelor's degree in business administration with a minor in entrepreneurship.

I am happy to answer any questions you may have.

With best regards,

Jeannie R. Caldwell
(720) 505-7780



255 E. Main Street, Suite A
Rangely, CO 81648
970.675.5290
www.rangelychamber.com

August 3, 2023

Dear Lisa,

I would like to submit my letter of interest in serving on the RDA/RDC Board. After being with the Chamber for a few months now, I feel I am ready to take part in a new board and offer my assistance. I am passionate about Rangely and seeing it grow and help support that growth. Please consider my letter of interest for a position.

Sincerely,

A handwritten signature in cursive script that reads "Candra Robie". The ink is dark and the signature is fluid.

Candra Robie
Executive Director
Rangely Area Chamber of Commerce

TOWN OF RANGELY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2023

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
73-30-100 HOUSING REVENUE	4,275.00	24,975.00	62,500	37,525.00	39.96
73-30-200 INTEREST EARNED	20.88	83.56	200	116.44	41.78
73-30-320 MAIN ST REVENUES	61,556.24	61,726.24	1,535,000	1,473,273.76	4.02
73-30-500 MISCELLANEOUS INCOME	1,150.00	1,300.00	120,000	118,700.00	1.08
TOTAL REVENUES	67,002.12	88,084.80	1,717,700	1,629,615.20	5.13
TOTAL FUND REVENUE	67,002.12	88,084.80	1,717,700	1,629,615.20	5.13

TOWN OF RANGELY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2023

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
73-40-220 PROF/TECH SERVICES	49.72	101.28	4,500	4,398.72	2.25
73-40-250 HOUSING MANAGEMENT EXPENSE	3,914.00	19,720.60	45,000	25,279.40	43.82
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	83.84	83.84	1,000	916.16	8.38
73-40-301 GRANT EXPENSES	.00	6,100.00	25,000	18,900.00	24.40
TOTAL OPERATING EXPENSES	4,047.56	26,005.72	77,600	51,594.28	33.51
<u>CAPITAL IMPROVEMENTS</u>					
73-40-800 CAPITAL IMPROVEMENTS	.00	.00	1,700,000	1,700,000.00	.00
TOTAL CAPITAL IMPROVEMENTS	.00	.00	1,700,000	1,700,000.00	.00
TOTAL EXPENDITURES	4,047.56	26,005.72	1,777,600	1,751,594.28	1.46
TOTAL FUND EXPENDITURES	4,047.56	26,005.72	1,777,600	1,751,594.28	1.46
NET REVENUE OVER EXPENDITURES	62,954.56	62,079.08	59,900-	(121,979.08)	103.64

TOWN OF RANGELY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
73-30-100 HOUSING REVENUE	5,175.00	30,150.00	62,500	32,350.00	48.24
73-30-200 INTEREST EARNED	21.57	105.13	200	94.87	52.57
73-30-320 MAIN ST REVENUES	170.00	61,896.24	1,535,000	1,473,103.76	4.03
73-30-500 MISCELLANEOUS INCOME	.00	1,300.00	120,000	118,700.00	1.08
TOTAL REVENUES	5,366.57	93,451.37	1,717,700	1,624,248.63	5.44
TOTAL FUND REVENUE	5,366.57	93,451.37	1,717,700	1,624,248.63	5.44

TOWN OF RANGELY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
73-40-220 PROF/TECH SERVICES	44.78	146.06	4,500	4,353.94	3.25
73-40-250 HOUSING MANAGEMENT EXPENSE	3,332.88	23,053.48	45,000	21,946.52	51.23
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	83.84	1,000	916.16	8.38
73-40-301 GRANT EXPENSES	.00	6,100.00	25,000	18,900.00	24.40
TOTAL OPERATING EXPENSES	3,377.66	29,383.38	77,600	48,216.62	37.87
<u>CAPITAL IMPROVEMENTS</u>					
73-40-800 CAPITAL IMPROVEMENTS	.00	.00	1,700,000	1,700,000.00	.00
TOTAL CAPITAL IMPROVEMENTS	.00	.00	1,700,000	1,700,000.00	.00
TOTAL EXPENDITURES	3,377.66	29,383.38	1,777,600	1,748,216.62	1.65
TOTAL FUND EXPENDITURES	3,377.66	29,383.38	1,777,600	1,748,216.62	1.65
NET REVENUE OVER EXPENDITURES	1,988.91	64,067.99	59,900-	(123,967.99)	106.96

TOWN OF RANGELY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2023

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
73-30-100 HOUSING REVENUE	5,175.00	35,325.00	62,500	27,175.00	56.52
73-30-200 INTEREST EARNED	20.83	125.96	200	74.04	62.98
73-30-320 MAIN ST REVENUES	.00	61,896.24	1,535,000	1,473,103.76	4.03
73-30-500 MISCELLANEOUS INCOME	.00	1,300.00	120,000	118,700.00	1.08
TOTAL REVENUES	5,195.83	98,647.20	1,717,700	1,619,052.80	5.74
TOTAL FUND REVENUE	5,195.83	98,647.20	1,717,700	1,619,052.80	5.74

TOWN OF RANGELY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2023

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
73-40-220 PROF/TECH SERVICES	13.87	159.93	4,500	4,340.07	3.55
73-40-250 HOUSING MANAGEMENT EXPENSE	3,938.99	26,992.47	45,000	18,007.53	59.98
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	83.84	1,000	916.16	8.38
73-40-301 GRANT EXPENSES	.00	6,100.00	25,000	18,900.00	24.40
TOTAL OPERATING EXPENSES	3,952.86	33,336.24	77,600	44,263.76	42.96
<u>CAPITAL IMPROVEMENTS</u>					
73-40-800 CAPITAL IMPROVEMENTS	.00	.00	1,700,000	1,700,000.00	.00
TOTAL CAPITAL IMPROVEMENTS	.00	.00	1,700,000	1,700,000.00	.00
TOTAL EXPENDITURES	3,952.86	33,336.24	1,777,600	1,744,263.76	1.88
TOTAL FUND EXPENDITURES	3,952.86	33,336.24	1,777,600	1,744,263.76	1.88
NET REVENUE OVER EXPENDITURES	1,242.97	65,310.96	59,900-	(125,210.96)	109.03

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
05/23	ALL COPY PRODUCTS INC.	PROF/TECH SERVICES	05/15/2023	84661	34002363	13.87
06/23	ALL COPY PRODUCTS INC.	PROF/TECH SERVICES	06/15/2023	84772	34187976	13.87
07/23	ALL COPY PRODUCTS INC.	PROF/TECH SERVICES	07/14/2023	84870	34408904	13.87
Total ALL COPY PRODUCTS INC.:						41.61
05/23	CF INVESTORS PARTNERSHIP LLP	HOUSING MANAGEMENT EXPENSE	05/15/2023	84671	SAGE RENT 0	3,914.00
06/23	CF INVESTORS PARTNERSHIP LLP	HOUSING MANAGEMENT EXPENSE	06/15/2023	84780	SAGE RENT 0	3,103.00
07/23	CF INVESTORS PARTNERSHIP LLP	HOUSING MANAGEMENT EXPENSE	07/14/2023	84881	RANGELY TRA	120.00-
07/23	CF INVESTORS PARTNERSHIP LLP	HOUSING MANAGEMENT EXPENSE	07/14/2023	84881	SAGE RENT 0	3,914.00
Total CF INVESTORS PARTNERSHIP LLP:						10,811.00
05/23	FIRST BANKCARD	MARKETING	05/31/2023	84736	3054 05/23	83.84
Total FIRST BANKCARD:						83.84
05/23	HIRERIGHT, INC.	HOUSING MANAGEMENT EXPENSE	05/15/2023	84682	G3679669	150.60
Total HIRERIGHT, INC.:						150.60
05/23	RANGELY DISTRICT HOSPITAL	MARKETING	05/23/2023	84156	INV 3RD QTR	60,656.24-
05/23	RANGELY DISTRICT HOSPITAL	MARKETING	05/23/2023	84720	INV 3RD QTR	60,656.24
Total RANGELY DISTRICT HOSPITAL:						.00
06/23	RANGELY HARDWARE	HOUSING MAINT/REPAIRS	06/30/2023	84849	456044	95.15
06/23	RANGELY HARDWARE	HOUSING MAINT/REPAIRS	06/30/2023	84849	456079	55.78
06/23	RANGELY HARDWARE	HOUSING MAINT/REPAIRS	06/30/2023	84849	456240	24.99
06/23	RANGELY HARDWARE	HOUSING MAINT/REPAIRS	06/30/2023	84849	456813	3.99
06/23	RANGELY HARDWARE	HOUSING MAINT/REPAIRS	06/30/2023	84849	457188	21.99
07/23	RANGELY HARDWARE	HOUSING MANAGEMENT EXPENSE	07/14/2023	84895	457461	15.99
07/23	RANGELY HARDWARE	HOUSING MANAGEMENT EXPENSE	07/14/2023	84895	457567	11.99
07/23	RANGELY HARDWARE	HOUSING MANAGEMENT EXPENSE	07/31/2023	84945	458368	24.99
Total RANGELY HARDWARE:						254.87
07/23	RANGELY TRASH SERVICE	HOUSING MANAGEMENT EXPENSE	07/14/2023	84897	41	120.00
Total RANGELY TRASH SERVICE:						120.00
Grand Totals:						11,461.92

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
73-21500	60,776.24	72,238.16-	11,461.92-
73-40-220	41.61	.00	41.61
73-40-250	11,254.57	120.00-	11,134.57
73-40-260	201.90	.00	201.90
73-40-300	60,740.08	60,656.24-	83.84

GL Account	Debit	Credit	Proof
Grand Totals:	133,014.40	133,014.40-	.00

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

RDC BOARD

Report Criteria:

Report type: Invoice detail

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

Colorado Office of Economic Development & International Trade

Small Business Accelerated Growth

The Small Business Accelerated Growth program provides training, support, education, and consulting to grow your business. The program provides a free educational online course in conjunction with professional consulting. Participants will have the opportunity to apply for a grant upon completion of the training program. The program fosters growth of existing companies that have been in business for at least one year and have nineteen or fewer employees. Small Business Accelerated Growth was built in collaboration with the Colorado Small Business Development Center Network and Minority Business Office of Colorado.

The 3 training pathways are:

- Access to Capital
- Market Research
- Digital Marketing and Online Presence

Overview

Type: Online education course with virtual group consulting

For: For-profit businesses registered with the secretary of state for at least twelve months with 19 or fewer employees. Nonprofits and for profits that do not qualify for this program are encouraged to access additional resources through the [Business Foundations program](#). Cannabis businesses can check out the [Cannabis Business Technical Assistance program](#) and [Cannabis Business Consulting](#) for additional business resources.

OEDIT division: [Small Business Development Center Network](#) and [Minority Business Office](#)

Expand All

Training Pathway: Digital Marketing and Online Presence - Applications open July 21, 2023 and close August 20, 2023

This training pathway will educate small business owners about the importance of having an online presence while explaining the fundamentals of a digital marketing strategy to reach target audiences.

During this seven week program, business owners will:

- Learn how to establish an online presence and the value of different social media channels
- Attend three no cost consultation sessions
- Learn how to give your business a competitive edge by reviewing website best practices to increase website traffic and improve user experience
- Learn how to implement specific tips to develop your e-commerce site

This program has a competitive application process and will determine a business's eligibility for the training pathway and grant. Your responses to the application questions are scored based upon the parameters of the program requirements. Participating in the program does not guarantee a grant award. From the applications received, 250 will be selected to take this training pathway. 40 of the 250 will be selected to receive a \$5,000 grant, based on the performance in the training and presentation of their marketing plan.

Content is created by the Aurora South Metro Small Business Development Center for use by the entire Colorado Small Business Development Center Network.

Eligibility and geographic regions

Eligible businesses must:

- have been in operation in the state of Colorado for at least one year
- have 19 or fewer employees, including the business owner, full time, and part time employees. Two half time employees will be equivalent to one full time employee.

Preference will be offered to businesses located in one or more of the following geographic regions:

- [Colorado Opportunity Zone](#)
- [Enterprise Zone](#)
- [Historically Underutilized Business Zone \(HUB Zone\)](#)
- [Rural Jump Start Zone](#)
- [Tier One Just Transition region](#)

Apply

This training pathway will accept applications from July 21, 2023 through August 20, 2023 at 11:59 p.m.

[Apply here](#)