



Town of Rangely Conference Room
**** December 12th, 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 October 10th, 2024.*
- 4) Changes to the Agenda
- 5) Public Input
 - a) *Sasha Nelson, NWDCD*
- 6) Old Business
- 7) New Business
 - a) *Discussion and action to approve the Financials for Sept/Oct 2024*
 - b) *Discussion and action to approve the check register for Sept/Oct 2024*
 - c) *Update RARE Grant Approval*
- 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
*** *October 10th, 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 – Keely Ellis, Ron Granger, Karen Reed, Emma Baker, Jeannie Caldwell, Ryan Huitt, Candra Robie, and Alden Vanden Brink present. Doug Overton present via telephone. Brad Casto, and Lisa Jones were absent.
- 3) Minutes of Meeting
 - a) *Discussion and Action to approve the minutes of August 8th, 2024.* – Motion made by Ron Granger to approve the minutes of August 8th, 2024, with correction to #8: Airport of FFA to FAA, second by Candra Robie. Motion passed.
- 4) Changes to the Agenda -None
- 5) Public Input - None
- 6) Old Business
- 7) New Business
 - a) *Discussion and action to approve the Financials for July/Aug 2024* – Motion made by Emma Baker to approve the Financials for July/Aug 2024, second by Jeannie Caldwell. Motion passed.
 - b) *Discussion and action to approve the check register for July/Aug 2024* – Motion made by Candra Robie to approve the check register for July/Aug 2024, second by Emma Baker. Motion passed.
 - c) *Discussion and action to approve RDA 2025 Draft Budget* – Motion made by Alden Vanden Brink to approve the RDA 2025 Draft Budget, second by Jeannie Caldwell. Motion passed.
 - d) *Update RARE Grant Approval* -
- 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 -8:33am

TOWN OF RANGELY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
73-30-100 HOUSING REVENUE	5,775.00	50,475.00	69,300	18,825.00	72.84
73-30-200 INTEREST EARNED	46.78	426.97	200	(226.97)	213.49
73-30-320 MAIN ST REVENUES	.00	(963.75)	1,750,000	1,750,963.75	(.06)
73-30-500 MISCELLANEOUS INCOME	.00	610.25	90,000	89,389.75	.68
TOTAL REVENUES	5,821.78	50,548.47	1,909,500	1,858,951.53	2.65
TOTAL FUND REVENUE	5,821.78	50,548.47	1,909,500	1,858,951.53	2.65

TOWN OF RANGELY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
73-40-220 PROF/TECH SERVICES	13.42	324.53	4,500	4,175.47	7.21
73-40-250 HOUSING MANAGEMENT EXPENSE	4,396.00	36,773.97	52,600	15,826.03	69.91
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	4,409.42	40,686.50	85,200	44,513.50	47.75
<u>CAPITAL IMPROVEMENTS</u>					
73-40-800 CAPITAL IMPROVEMENTS	.00	.00	2,000,000	2,000,000.00	.00
TOTAL CAPITAL IMPROVEMENTS	.00	.00	2,000,000	2,000,000.00	.00
TOTAL EXPENDITURES	4,409.42	40,686.50	2,085,200	2,044,513.50	1.95
TOTAL FUND EXPENDITURES	4,409.42	40,686.50	2,085,200	2,044,513.50	1.95
NET REVENUE OVER EXPENDITURES	1,412.36	9,861.97	175,700-	(185,561.97)	5.61

TOWN OF RANGELY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
73-30-100 HOUSING REVENUE	6,700.00	57,175.00	69,300	12,125.00	82.50
73-30-200 INTEREST EARNED	48.35	475.32	200	(275.32)	237.66
73-30-320 MAIN ST REVENUES	.00	(963.75)	1,750,000	1,750,963.75	(.06)
73-30-500 MISCELLANEOUS INCOME	.00	610.25	90,000	89,389.75	.68
TOTAL REVENUES	6,748.35	57,296.82	1,909,500	1,852,203.18	3.00
TOTAL FUND REVENUE	6,748.35	57,296.82	1,909,500	1,852,203.18	3.00

TOWN OF RANGELY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
73-40-220 PROF/TECH SERVICES	43.53	368.06	4,500	4,131.94	8.18
73-40-250 HOUSING MANAGEMENT EXPENSE	4,396.00	41,169.97	52,600	11,430.03	78.27
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	2,320.98	5,908.98	25,000	19,091.02	23.64
TOTAL OPERATING EXPENSES	6,760.51	47,447.01	85,200	37,752.99	55.69
<u>CAPITAL IMPROVEMENTS</u>					
73-40-800 CAPITAL IMPROVEMENTS	.00	.00	2,000,000	2,000,000.00	.00
TOTAL CAPITAL IMPROVEMENTS	.00	.00	2,000,000	2,000,000.00	.00
TOTAL EXPENDITURES	6,760.51	47,447.01	2,085,200	2,037,752.99	2.28
TOTAL FUND EXPENDITURES	6,760.51	47,447.01	2,085,200	2,037,752.99	2.28
NET REVENUE OVER EXPENDITURES	(12.16)	9,849.81	175,700-	(185,549.81)	5.61

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
09/24	ALL COPY PRODUCTS INC.	PROF/TECH SERVICES	09/16/2024	86361	37437151	13.42
10/24	ALL COPY PRODUCTS INC.	PROF/TECH SERVICES	10/15/2024	86471	37655877	13.42
Total ALL COPY PRODUCTS INC.:						26.84
09/24	CF INVESTORS PARTNERSHIP LLP	HOUSING MANAGEMENT EXPENSE	09/16/2024	86369	LABOR 993	65.00-
09/24	CF INVESTORS PARTNERSHIP LLP	HOUSING MANAGEMENT EXPENSE	09/16/2024	86369	SAGE RENT 0	4,396.00
09/24	CF INVESTORS PARTNERSHIP LLP	HOUSING MANAGEMENT EXPENSE	09/16/2024	86369	TRUE VALUE	19.93-
09/24	CF INVESTORS PARTNERSHIP LLP	HOUSING MANAGEMENT EXPENSE	09/16/2024	86369	DUCEY'S 7852	176.24-
10/24	CF INVESTORS PARTNERSHIP LLP	HOUSING MANAGEMENT EXPENSE	10/15/2024	86481	SAGE RENT 1	4,396.00
Total CF INVESTORS PARTNERSHIP LLP:						8,530.83
09/24	DUCEY'S ELECTRIC	HOUSING MANAGEMENT EXPENSE	09/16/2024	86374	78524	176.24
Total DUCEY'S ELECTRIC:						176.24
09/24	RANGELY HARDWARE	HOUSING MANAGEMENT EXPENSE	09/16/2024	86399	484434	19.93
Total RANGELY HARDWARE:						19.93
10/24	TREETOP PRODUCTS INC	GRANT EXPENSES	10/31/2024	86569	INVTRE30000	2,320.98
Total TREETOP PRODUCTS INC:						2,320.98
Grand Totals:						11,074.82

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
73-21500	261.17	11,335.99-	11,074.82-
73-40-220	26.84	.00	26.84
73-40-250	8,988.17	261.17-	8,727.00
73-40-301	2,320.98	.00	2,320.98
Grand Totals:	11,597.16	11,597.16-	.00

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

RDC BOARD

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						
		08/31/2024 (08/24) Balance	.00 *	.00 *	44,700.00-	
AR	15	Billings		5,775.00-		
		09/30/2024 (09/24) Period Totals and Balance	.00 *	5,775.00- *	50,475.00-	
AR	2	Billings		1,850.00-		
AR	14	Billings		4,850.00-		
		10/31/2024 (10/24) Period Totals and Balance	.00 *	6,700.00- *	57,175.00-	
YTD Encumbrance	.00	YTD Actual	57,175.00- Total	57,175.00- YTD Budget	69,300.00- Unearned	12,125.00

73-30-200 INTEREST EARNED						
		08/31/2024 (08/24) Balance	.00 *	.00 *	380.19-	
JE	55	INT INCOME		.05-		
JE	61	INT INCOME		46.73-		
		09/30/2024 (09/24) Period Totals and Balance	.00 *	46.78- *	426.97-	
JE	77	INT EARNED		48.29-		
JE	46	INT EARNED		.06-		
		10/31/2024 (10/24) Period Totals and Balance	.00 *	48.35- *	475.32-	
YTD Encumbrance	.00	YTD Actual	475.32- Total	475.32- YTD Budget	200.00- Unearned	275.32-

73-30-310 MAIN STREET GRANT - MSOB						
		08/31/2024 (08/24) Balance	.00 *	.00 *	.00	
		10/31/2024 (10/24) 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						
		08/31/2024 (08/24) Balance	.00 *	.00 *	963.75	
		10/31/2024 (10/24) Period Totals and Balance	.00 *	.00 *	963.75	
YTD Encumbrance	.00	YTD Actual	963.75 Total	963.75 YTD Budget	1,750,000.00- Unearned	1,750,963.75

73-30-500 MISCELLANEOUS INCOME						
		08/31/2024 (08/24) Balance	.00 *	.00 *	610.25-	
		10/31/2024 (10/24) Period Totals and Balance	.00 *	.00 *	610.25-	
YTD Encumbrance	.00	YTD Actual	610.25- Total	610.25- YTD Budget	90,000.00- Unearned	89,389.75

73-40-220 PROF/TECH SERVICES						
		08/31/2024 (08/24) Balance	.00 *	.00 *	311.11	
AP	135	ALL COPY PRODUCTS INC.	13.42			
		09/30/2024 (09/24) Period Totals and Balance	13.42 *	.00 *	324.53	
AP	113	ALL COPY PRODUCTS INC.	13.42			
JE	4	WC ADJ	30.11			
		10/31/2024 (10/24) Period Totals and Balance	43.53 *	.00 *	368.06	
YTD Encumbrance	.00	YTD Actual	368.06 Total	368.06 YTD Budget	4,500.00 Unexpended	4,131.94

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
73-40-250 HOUSING MANAGEMENT EXPENSE					
		08/31/2024 (08/24) Balance	.00 *	.00 *	32,377.97
AP	92	CF INVESTORS PARTNERSHIP LLP	4,396.00		
AP	117	DUCEY'S ELECTRIC	176.24		
AP	140	CF INVESTORS PARTNERSHIP LLP		176.24-	
		09/30/2024 (09/24) Period Totals and Balance	4,572.24 *	176.24- *	36,773.97
AP	63	CF INVESTORS PARTNERSHIP LLP	4,396.00		
		10/31/2024 (10/24) Period Totals and Balance	4,396.00 *	.00 *	41,169.97
YTD Encumbrance	.00	YTD Actual	41,169.97	Total	41,169.97
		YTD Budget	52,600.00	Unexpended	11,430.03
73-40-255 HOUSING RENTAL EXP/FEE					
		08/31/2024 (08/24) Balance	.00 *	.00 *	.00
		10/31/2024 (10/24) 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					
		08/31/2024 (08/24) Balance	.00 *	.00 *	.00
		10/31/2024 (10/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	2,000.00	Unexpended	2,000.00
73-40-270 UTILITIES					
		08/31/2024 (08/24) Balance	.00 *	.00 *	.00
		10/31/2024 (10/24) 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					
		08/31/2024 (08/24) Balance	.00 *	.00 *	.00
		10/31/2024 (10/24) 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					
		08/31/2024 (08/24) Balance	.00 *	.00 *	3,588.00
AP	331	TREETOP PRODUCTS INC	2,320.98		
		10/31/2024 (10/24) Period Totals and Balance	2,320.98 *	.00 *	5,908.98
YTD Encumbrance	.00	YTD Actual	5,908.98	Total	5,908.98
		YTD Budget	25,000.00	Unexpended	19,091.02
73-40-700 CAPITAL OUTLAY					
		08/31/2024 (08/24) Balance	.00 *	.00 *	.00
		10/31/2024 (10/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
73-40-710 CAP OUTLAY--MSOB					
	08/31/2024 (08/24)	Balance	.00 *	.00 *	.00
	10/31/2024 (10/24)	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					
	08/31/2024 (08/24)	Balance	.00 *	.00 *	.00
	10/31/2024 (10/24)	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					
	08/31/2024 (08/24)	Balance	.00 *	.00 *	.00
	10/31/2024 (10/24)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			YTD Budget	2,000,000.00	Unexpended
				2,000,000.00	

Number of transactions: 15	Number of accounts: 16	Debit	Credit	Proof
Total :		11,346.17	12,746.37-	1,400.20-
Number of transactions: 15	Number of accounts: 16	Debit	Credit	Proof
Grand Totals:		11,346.17	12,746.37-	1,400.20-

Report Criteria:

Actual amounts

All accounts

Account Termination date = IS NULL

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