

# RANGELY

COLORADO

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*Rangely Development Association*  
*September 17, 2020 - 7:30am*



# 1 – Agenda

## GUIDELINES FOR PUBLIC INPUT

***Public Input is a vital and important portion of every meeting and will be permitted throughout the meeting, but according to the following guidelines:***

- a. Public input is allowed during the Agenda identified **Public Input** and **Public Hearing** portion of the meeting.
  - i. If you would like to address the meeting during the appropriate times, please raise your hand and when called upon you will be asked to come to the podium. ***Announce your name*** so that your statements can be adequately captured in the meeting minutes.
  - ii. ***Please keep your comments to 3-5 minutes*** as others may want to participate throughout the meeting and to insure that the subject does not drift.
- b. Throughout the meeting agenda calls for public input will be made, generally pertaining to specific action items. Please follow the same format as above.
- c. At the conclusion of the meeting, if the meeting chair believes additional public comment is necessary, the floor will be open.

We hope that this guideline will improve the effectiveness and order of the Town's Public Meetings. It is the intent of your publicly elected officials to stay open to your feelings on a variety of issues.

Thank you

Agenda  
RANGELY DEVELOPMENT AGENCY (RDA)  
**Town of Rangely Conference Room**  
\*\*\* September 17, 2020 @ 7:30a.m. \*\*\*  
TOR Conference Room

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Andrew Key, Chairman

Keely Ellis – Vice Chair  
Karen Reed  
Tim Webber

Sara Peterson  
Ryan Huitt  
Vacant

Ex-Officio

Rio Blanco County Commissioner – Jeff Rector  
School District Representative – Jason Cox  
RJCD Board Representative – Ron Granger  
Rangely Special Districts – John Payne  
Member – Sandy Payne

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- 1) Call to Order
- 2) Roll Call
- 3) Minutes of Meeting
  - a) *Discussion and Action to approve the minutes of July 16, 2020*
- 4) Changes to the Agenda
- 5) Public Input
- 6) Old Business
- 7) New Business
  - a) *Discussion and Action to approve a \$5,000 grant to Blue Mountain Inn for upgrades to their restaurant building with a confirmed lease for operations of Dotties Restaurant*
  - b) *Discussion and Action to approve July & August 2020 Financials*
  - c) *Discussion and Action to approve 2020 Draft Budget*
  - d) *Discussion and Action to recommend McKenzie Webber to the Rangely Town Council for appointment to the RDA Board*
  - e) *Committee Updates*
  - f) **Airport:** Jeff Rector, Keely Ellis, & Tim Webber;
  - g) **Call Center:** Jeannie Caldwell/Lisa Piering, (Chamber);
  - h) **Fiber Optic-Marketing:** Andy Key, Ron Granger, Makala Barton;
  - i) **Outdoor Rec. – Tourism:** Chamber, Andy Key, Sandy Payne, Ryan Huitt;
  - j) **Investment Opportunity:** Jeannie Caldwell, Karen Reed, Jason Cox
- 8) Information Adjourn

## 3 – Minutes

Minutes  
RANGELY DEVELOPMENT AGENCY (RDA)  
**Town of Rangely Conference Room**  
\*\*\* July 16, 2020 @ 7:30a.m. \*\*\*  
TOR Conference Room

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Andrew Key, Chairman

Keely Ellis – Vice Chair  
Karen Reed  
Tim Webber

Sara Peterson  
Ryan Huitt  
Vacant

Ex-Officio

Rio Blanco County Commissioner – Jeff Rector  
School District Representative – Jason Cox  
RJCD Board Representative – Ron Granger  
Rangely Special Districts – John Payne  
Member – Sandy Payne

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- 1) Call to Order - **7:34am**
- 2) Roll Call – Andrew Key, Keely Ellis, Karen Reed, Sara Peterson, Ryan Huitt, Jeff Rector, Sam Tolley (in place for Jason Cox), Ron Granger, John Payne, Sandy Payne present. Others present: Si Woodruff and Makala Barton (via phone), Lisa Piering, Jeannie Caldwell, and Marybel Cox. Time Webber absent.
- 3) Minutes of Meeting
  - a) *Discussion and Action to approve the minutes of April 16, 2020* – **Motion made by Keely Ellis to approve the minutes of April 16, 2020, second by Ryan Huitt. Motion passed**
- 4) Changes to the Agenda - None
- 5) Public Input - Jeannie update the RDA that the Town of Rangely is a candidate for the Main Street Program. Jeannie stated that if we get accepted that we will have grant money available to us. The Main Street Program board will meet the 1<sup>st</sup> Wednesday of each month. Some project ideas are memorial benches, clocks for emergency responders and the east end of town. Also, when approved the Town will have an Architect that they will be able to use, free of charge. Ron Granger stated that all NJCAA Fall sports have been moved to the spring. The Rock ‘n Bulls is still planned.
- 6) Old Business
  - a) *Airport courtesy car is available for use* – **The car is ready to go, no use yet.**
- 7) New Business
  - a) *Discussion and Action to approve May & June 2020 Financials* – **Motion made by Ron Granger to approve May & June 2020 Financials, second by Jeff Rector. Motion passed**

- b) *Discussion and Action to recommend Richard Smith to the Rangely Town Council for appointment to the RDA Board* – Richard Smith is the new Chamber Director. **Motion made by Karen Reed to recommend Richard Smith to the Rangely Town Council for appointment to the RDA Board, second by Jeff Rector. Motion passed**
- c) *Care's Act Funding RBC Agreement with Town's of Meeker & Rangely, approval by Town Council 06-24-20* – **Care's Act funding will be setup like a grant. Money has to be spent on COVID related items. The County and both Town's split equally. Will need to spend by the end of the year.**
- d) *Committee Updates*
- e) **Airport:** Jeff Rector, Keely Ellis, & Tim Webber; *Hanger ready to go but would like an FBO. Drainage project completed, received FAA grant to upgrade waterline with separate taps.*
- f) **Call Center:** Jeannie Caldwell/Lisa Piering, (Chamber); *No Update*
- g) **Fiber Optic-Marketing:** Andy Key, Ron Granger, Makala Barton; *Advertsing remote working. Focused on front range for 3 months*
- h) **Outdoor Rec. – Tourism:** Chamber, Andy Key, Sandy Payne, Ryan Huitt; *Getting many requests for information from many areas. Emailed information to them. Seeing many out-of-towners. Sea Plane will be here at Septemberfest. Rally Colorado will be here Aug 14-16. Investors looking at hotels. Mountain Bike Group is something to look into. There are many grants available.*
- i) **Investment Opportunity:** Jeannie Caldwell, Karen Reed, Jason Cox – *Looking at two restaurants that are interested – steak house and West End Drive In.*
- 8) Information Adjourn – **8:45am**

5 – Old Business  
6 - New Business



## **BUSINESS IMPROVEMENT GRANTS/LOANS**

**RDA – Grant/Loan Programs** – The program is designed to help local businesses with expansion, capital investment and in some cases consolidation of debt through the RDA and outside loan opportunities, such as the Northwest Loan Program. The business requesting support from any of these programs must reside within the Urban Renewal Boundary as established for the Rangely Development Agency. The annual budget for these grants and loans will be recommended by the Rangely Development Agency Board and approved by the Town Council. Should the target annual amount for all grants and loans be approximately \$100K, e.g, the RDA would soon require backfill from the General Fund with an annual budget allocation in order to maintain the program or until TIF projects and other income producing loans/projects begin to generate enough revenue to cover these expenditures. The program can be discontinued at any time based on a determination of funding availability and effectiveness. Abuse of any of the programs will be addressed within the agreements to be executed by the applicants and demonstration of need and ability to repay loans will be the best determination for award. Creation of new jobs and retention of existing employees will achieve a high ranking in the evaluation process for each applicant.

All Town assisted Grant/Loan programs will require the that they become a Chamber of Commerce member and that the applicant describe their voluntary contributions of time and resources to the community.

## **BUSINESS IMPROVEMENT GRANTS/LOANS**

- **Grant – Business Improvement Grants up to \$5000.00 (no match)**
  - Detailed description of proposed project: (All applicants must attach a detailed project narrative and copies of any supporting documentation that will assist the grant committee in reviewing the proposed project.)
  - Instructions for Site Enhancement Grant Applications: Make sure to specifically describe how the proposed project will provide significant visual, capital or structural improvement to your business. Applicants should also include relevant information such as project budgets, construction proposals, photographs, site plans/sketches, and project schedules.
  - Instructions for Economic Development Applicants: Make sure to describe how your proposed project is directly linked to the addition of jobs or other economic development goals. Applicants must also include information such as current staffing levels, hiring plans, business plans, and project costs and schedules.
  - ***Applicants are required to review their proposed projects with the Town staff prior to application submission to gain a full understanding of any Town Codes that may be relevant to a particular project.***
    - **See Chart for Applicant Required Submittals**
    - One year business financial statement
    - One year business tax return *(If available)*
    - Statement of likelihood of continuing in business over the next 3 years.



September 8, 2020

#### Rangely Development Agency Grant/Loan Application

Blue Mountain Inn and Suites is requesting a \$5000.00 grant which will be used to service the restaurant equipment. We have a lease for the building to start up a new restaurant, which they are hoping to open October 1, 2020. We will be having All Temp out of Grand Junction coming to service the equipment to insure that everything is in working order for them to use.

They are looking at hiring around 10 employees to start with and then go from there. They will start advertising in the next week or so which will be through social media and the Hotel will be advertising for them also.

As of right now, there is no debts for the business

I have attached the Business Plan for the restaurant

# Rangely Development Agency (RDA)

## Grant/Loan Application

Serving Small Business Owners Residing with the Urban Renewal Plan Area of Rangely, Colorado

### SUMMARY OF GRANT/LOAN REQUEST

Grant / Loan Request Amount \$ <u>5000.00</u>	Date: <u>9/3/2020</u>
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#### 1. PRELIMINARY INFORMATION

Business Name <u>Blue mtn Inn + Suites</u>	Phone <u>970 675-8888</u>	Mobile ( )
Contact Person <u>Andrea Brannan</u>	Title <u>General manager</u>	
Email Address <u>Andrea@BmiRangely.com</u>		
Mailing Address <u>37 Park Street (Hotel) 35 Park Street (Restaurant)</u>		
Physical Address <u>Same</u>	County <u>Rio Blanco</u>	
Federal ID or SS# <u>26-1730134</u>		
<small>(Loan Only)</small>		
Business Account Bank	Bank Contact	
Bank Address		

#### 2. BUSINESS INFORMATION

<p>Type of Business:</p> <table style="width: 100%;"> <tr> <td><input type="checkbox"/> Sole Proprietor</td> <td><input type="checkbox"/> Wholesale</td> </tr> <tr> <td><input checked="" type="checkbox"/> Corporation</td> <td><input type="checkbox"/> Service</td> </tr> <tr> <td><input type="checkbox"/> Sub S Corporation</td> <td><input type="checkbox"/> Manufacturer</td> </tr> <tr> <td><input type="checkbox"/> Partnership Other</td> <td></td> </tr> </table>	<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Wholesale	<input checked="" type="checkbox"/> Corporation	<input type="checkbox"/> Service	<input type="checkbox"/> Sub S Corporation	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Partnership Other		<p>If corporation, list names of officers:</p> <p><u>mark calvin</u></p> <p><u>Kathy calvin</u></p>
<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Wholesale								
<input checked="" type="checkbox"/> Corporation	<input type="checkbox"/> Service								
<input type="checkbox"/> Sub S Corporation	<input type="checkbox"/> Manufacturer								
<input type="checkbox"/> Partnership Other									
Date business established <u>July 1, 2011</u>	Fiscal year								
<p>Is this an existing business? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Purchase of existing business? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>New business? Yes <input type="checkbox"/> No <input type="checkbox"/></p>									

Business description: (products manufactured, services provided, etc.)

Restaurant

Percent of Ownership

Name	Address	Phone	% Owned	SS#
1)				
2)				
3)				
4)				

3. REASONS FOR NEED FOR RDA FUNDS

See attachment

4. OTHER LENDING COMMITMENTS/CONTACTS FOR THIS PROJECT

(Loan Only)

Please list below names of other banks or lending sources you have contacted regarding this project and indicate whether they are willing to commit to financing. Attach letters of commitment or interest if available.

# **DOTTIE'S**

## **BUSINESS PLAN**

## EXECUTIVE SUMMARY

Dottie's is a dining experience that caters to a wide range of customers, offering breakfast, lunch, and dinner options. Breakfast and lunch options are specifically designed to cater to the customer that has limited time. The lunch menu will carry over into dinner service, but with additional items that are more sit-down appropriate. Utilizing key employee experience, Dottie's will also provide banquet and catering services for special events. This will provide customers and surrounding businesses quality catering for special events that were previously unavailable.

- **Opportunity:** The number one complaint, as stated by interviewed local customers, is the slow service and lack of additional breakfast options. Dottie's will address these gaps in the local market in a robust and kinetic way.
- **Mission:** To meet and exceed the customer's expectation of quality cuisine and service.
- **Our Solution:** Dottie's creates a family friendly environment that provides fast, efficient, and quality breakfast and lunch services, while providing steakhouse sit-down service for dinner. In order to stay flexible due to possible future Covid policies, call in/take away services will be available any time during business hours.
- **Market Focus:** We focus on all the members of the local community in effort to maximize likelihood of regular year-round customers. Making Dottie's family friendly will ensure these customer demographics won't be alienated from regular custom.

## PRODUCT DESCRIPTION

Breakfast service will consist of scratch made burritos, scrambler bowls, and biscuits and gravy. All items will be prepared to fast order. Lunch is the other service specifically designed for fast, quality food. Build your own burgers with fresh ingredients and add hand cut fries with a Pepsi to make a full meal your way! Dinner at Dottie's will tantalize your taste buds with hand cut steaks, crafted to order with various choices of sides to make the pickiest eaters dig in. These are just examples of what Dottie's has to offer throughout the day.

- **Opportunity:** Having already networked and developed trust and working relationships with the town council and chamber of commerce, Dottie's is primed for a large customer base. There is very little overlap in cuisine with other local restaurants, thereby reducing competitive pressure to remarkably low levels.
- **Key Participants:** Tessa States (Owner), Samantha Smith (Owner), Nicholas Lee (Kitchen Manager), Jesse Smith (Business and administrative consultant).
- **Business Analysis:** There are no other similar restaurants within fifty miles of Rangely, Colorado. Interviewed potential customers requested: more variety within the community, fast food/fast service, and alternative breakfast services. Other financial analyses are under review; however, the expected annual gross profit is approximately \$300,000.00. This estimate is based off of similar businesses and adjusted for population base. The offering of banquet services and catering services during the holiday season will likely dramatically increase sales for the months of November and December.

## MARKET ANALYSIS

With interviews conducted with the local Chamber of Commerce members, population sample interviews, and networking with other business owners in the community, the data clearly points to a need for Dottie's. Slow service is the chief complaint of the local customer base. While Dottie's acts like a traditional steakhouse for dinner, lunch service and menu items will be streamlined to provide prompt and efficient service to accommodate customers on a limited time schedule.

- **Industry Type:** Dottie's is an American restaurant that focuses on fast and friendly service with high quality food. This falls in the food service industry. Sit-down/to-go hybrid services.
- **Competition:** There is currently no direct competition in the local market that will negatively affect Dottie's business. Indirectly, there are two restaurants that are popular fare with local regulars. The first is El Agave. This is a traditional Mexican restaurant. Their typical customer turnaround rate is approximately 60-75 minutes, with fast outlier observations of 30 minutes.

The other popular business in town is called Giovanni's. This is an Italian/American restaurant with similar customer turnaround times as El Agave. Recent reports advise that the owners of Giovanni's are preparing to retire and attempting to sell the restaurant.

These two businesses are considered indirect competition, because the local population may desire these Dine-In settings in the interest of variety or continue out of habit/loyalty. However, no other business in town offers hand cut steaks and alternative menu options for dietary restrictions to the extent of Dottie's.

## OPERATING PLAN

Initially, menu options will be regulated in favor of providing fast, clean, and efficient service to the customer base. Once production's learning curve is achieved, seasonal items and alternative dietary preferences will be incorporated in effort to keep the menu fresh and enticing to the customer.

In keeping Dottie's operating procedures kinetic and current with market demands, a loyal customer base with steady new customers from the local college is expected.

- **Sourcing and Order Fulfillment:** Sourcing for business services and product will be fulfilled by AlSCO, Pepsi-Cola, and either Sysco or Basin Wholesale. Determination on food ingredient supply will be considered according to price and quality of ingredients, and availability of delivery services.
- **Payment:** Dottie's will take cash, credit, and debit cards. (Visa, Amex, Discover)
- **Key Customers:** While business organizations and the general population is expected to account for a large portion of the customer base and profit, college/high school students and office workers are expected to create the lion's share of the lunch rush. Lunch operations and items will be geared towards these demographics.



- **Key Employees and Organization:** Dottie's is an LLP partnership, owned and operated by Samantha Smith and Tessa States (50/50 stake in ownership). Staffing and management of employees will be conducted by the owners, and/or designated employees. This organization is designed to allow for flexibility, as well as allow for efficient communication between management and employee. Kitchen Manager will be Nicholas Lee, whom has over a decade of steakhouse experience. Business and administrative consulting and limited operations will be conducted by Jesse Smith. Any other key personnel will be updated and identified as appropriate.

TOWN OF RANGELY  
BALANCE SHEET  
JULY 31, 2020

ECONOMIC DEVELOPMENT FUND/RDA

<u>ASSETS</u>			
73-10100	CASH - COMBINED FUND	247,106.63	
73-10116	INVEST SEC DEPOSITS	3,525.00	
73-11513	FNBR CD 102943	12,670.85	
73-13120	INTEREST RECEIVABLE	7.64	
	TOTAL ASSETS		263,310.12
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
73-21500	ACCOUNTS PAYABLE	174.00	
73-23172	SECURITY DEPOSIT RESERVED	3,525.00	
	TOTAL LIABILITIES		3,699.00
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
73-29800	FUND BALANCE	244,364.99	
	REVENUE OVER EXPENDITURES - YTD	15,246.13	
	BALANCE - CURRENT DATE	259,611.12	
	TOTAL FUND EQUITY		259,611.12
	TOTAL LIABILITIES AND EQUITY		263,310.12

TOWN OF RANGELY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JULY 31, 2020

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
73-30-100 HOUSING REVENUE	3,525.00	32,749.98	62,500	29,750.02	52.40
73-30-200 INTEREST EARNINGS CD	20.77	126.71	200	73.29	63.36
73-30-500 MISCELLANEOUS INCOME	425.04	10,015.79	25,000	14,984.21	40.06
TOTAL REVENUES	3,970.81	42,892.48	87,700	44,807.52	48.91
TOTAL FUND REVENUE	3,970.81	42,892.48	87,700	44,807.52	48.91

TOWN OF RANGELY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JULY 31, 2020

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
73-40-220 PROF/TECH SERVICES	184.75	478.73	4,500	4,021.27	10.64
73-40-250 HOUSING MANAGEMENT EXPENSE	3,210.47	25,328.69	45,000	19,671.31	56.29
73-40-260 HOUSING MAINT/REPAIRS	184.99	1,642.19	2,000	357.81	82.11
73-40-270 UTILITIES	.00	68.81	100	31.19	68.81
73-40-300 MARKETING	.00	127.93	1,000	872.07	12.79
73-40-301 GRANT EXPENSES	.00	.00	25,000	25,000.00	.00
TOTAL OPERATING EXPENSES	3,580.21	27,646.35	77,600	49,953.65	35.63
TOTAL EXPENDITURES	3,580.21	27,646.35	77,600	49,953.65	35.63
TOTAL FUND EXPENDITURES	3,580.21	27,646.35	77,600	49,953.65	35.63
NET REVENUE OVER EXPENDITURES	390.60	15,246.13	10,100	( 5,146.13)	150.95

TOWN OF RANGELY  
BALANCE SHEET  
AUGUST 31, 2020

ECONOMIC DEVELOPMENT FUND/RDA

<u>ASSETS</u>			
73-10100	CASH - COMBINED FUND	247,424.45	
73-10116	INVEST SEC DEPOSITS	3,525.00	
73-11513	FNBR CD 102943	12,670.85	
73-13120	INTEREST RECEIVABLE	7.64	
	TOTAL ASSETS		263,627.94
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
73-21500	ACCOUNTS PAYABLE	64.36	
73-23172	SECURITY DEPOSIT RESERVED	3,525.00	
	TOTAL LIABILITIES		3,589.36
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
73-29800	FUND BALANCE	244,364.99	
	REVENUE OVER EXPENDITURES - YTD	15,673.59	
	BALANCE - CURRENT DATE	260,038.58	
	TOTAL FUND EQUITY		260,038.58
	TOTAL LIABILITIES AND EQUITY		263,627.94

TOWN OF RANGELY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING AUGUST 31, 2020

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
73-30-100 HOUSING REVENUE	4,027.50	36,777.48	62,500	25,722.52	58.84
73-30-200 INTEREST EARNINGS CD	.00	126.71	200	73.29	63.36
73-30-500 MISCELLANEOUS INCOME	.03	10,015.82	25,000	14,984.18	40.06
TOTAL REVENUES	4,027.53	46,920.01	87,700	40,779.99	53.50
TOTAL FUND REVENUE	4,027.53	46,920.01	87,700	40,779.99	53.50

TOWN OF RANGELY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING AUGUST 31, 2020

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
73-40-220 PROF/TECH SERVICES	75.11	553.84	4,500	3,946.16	12.31
73-40-250 HOUSING MANAGEMENT EXPENSE	3,348.50	28,677.19	45,000	16,322.81	63.73
73-40-260 HOUSING MAINT/REPAIRS	176.46	1,818.65	2,000	181.35	90.93
73-40-270 UTILITIES	.00	68.81	100	31.19	68.81
73-40-300 MARKETING	.00	127.93	1,000	872.07	12.79
73-40-301 GRANT EXPENSES	.00	.00	25,000	25,000.00	.00
TOTAL OPERATING EXPENSES	3,600.07	31,246.42	77,600	46,353.58	40.27
TOTAL EXPENDITURES	3,600.07	31,246.42	77,600	46,353.58	40.27
TOTAL FUND EXPENDITURES	3,600.07	31,246.42	77,600	46,353.58	40.27
NET REVENUE OVER EXPENDITURES	427.46	15,673.59	10,100	( 5,573.59)	155.18



Account	Description	2108 ACTUAL	2018 BUDGET	2019 ACTUAL	2019 BUDGET	2020 ACTUAL (July)	2020 BUDGET	%	2020 EST FINAL	%	2021 BUDGET
<b>RANGELY DEVELOPMENT AGENCY FUND</b>											
<b>RANGELY DEVELOPMENT AGENCY FUND REVENUES</b>											
7330100	HOUSING REVENUE	58,020	143,000	62,100	62,500	32,750	62,500	52%	58,450	50%	62,500
7330200	INTEREST EARNINGS CD	138	120	188	200	127	200	63%	212	0%	200
7330500	MISCELLANEOUS INCOME - Main Street	15,005	85,000	5,001	25,000	10,016	25,000	40%	19,182	50%	62,500
<b>TOTAL RDA FUND REVENUES</b>		<b>73,162</b>	<b>228,120</b>	<b>67,289</b>	<b>87,700</b>	<b>42,892</b>	<b>87,700</b>	<b>49%</b>	<b>77,843</b>	<b>100%</b>	<b>125,200</b>
<b>RANGELY DEVELOPMENT AGENCY FUND EXPENSES</b>											
7330550	LOSS/DISPOSAL ON ASSET	-	-	-	-	-	-	0%	-	0%	-
7340200	ADMINISTRATIVE EXPENSE	-	-	-	-	-	-	0%	-	0%	-
7340210	TRAVEL/MEETINGS	-	-	-	-	-	-	0%	-	0%	-
7340220	PROF/TECH SERVICES	11,217	5,000	3,064	5,000	479	4,500	11%	588	6%	4,500
7340240	RISK/PROPERTY INSURANCE	-	-	-	-	-	-	0%	-	0%	-
7340250	HOUSING MANAGEMENT EXPENSE	49,062	21,000	50,914	40,400	25,329	45,000	56%	44,236	58%	45,000
7340255	HOUSING RENTAL EXP/FEE	-	-	-	-	-	-	0%	-	0%	-
7340260	BUILDING MAINTENANCE	1,239	1,000	86	1,000	1,642	2,000	82%	2,914	3%	2,000
7340270	UTILITIES	248	100	248	100	69	100	69%	138	0%	100
7340300	MARKETING	-	700	-	1,000	128	1,000	0%	-	1%	1,000
7340500	GRANTS	3,000	40,000	6,100	30,000	-	25,000	0%	256	32%	25,000
<b>TOTAL OPERATING</b>		<b>64,767</b>	<b>67,800</b>	<b>60,412</b>	<b>77,500</b>	<b>27,646</b>	<b>77,600</b>	<b>36%</b>	<b>48,132</b>	<b>100%</b>	<b>77,600</b>
7340700	CAPITAL OUTLAY	-	-	120,000	-	-	-	0%	-	0%	62,500
7340800	CAPITAL IMPROVEMENTS	-	-	-	-	-	-	0%	-	0%	-
<b>TOTAL CAPITAL OUTLAY</b>		<b>-</b>	<b>-</b>	<b>120,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>	<b>0%</b>	<b>62,500</b>
<b>TOTAL RDA FUND EXPENSES</b>		<b>64,767</b>	<b>67,800</b>	<b>180,412</b>	<b>77,500</b>	<b>27,646</b>	<b>77,600</b>	<b>36%</b>	<b>48,132</b>	<b>100%</b>	<b>140,100</b>
<b>RANGELY DEVELOPMENT AGENCY NOI</b>		<b>8,396</b>	<b>160,320</b>	<b>(113,123)</b>	<b>10,200</b>	<b>15,246</b>	<b>10,100</b>	<b>151%</b>	<b>29,711</b>	<b>100%</b>	<b>(14,900)</b>

McKenzie Webber  
255 E Main Street  
Rangely, CO 81648  
rangelychamber@gmail.com

September 15, 2020

RDA / RDC Board  
209 E Main Street  
Rangely, CO 81648

Dear RDA / RDC Board:

I am submitting this letter of strong interest to serve on the board. I am a recent college graduate of a bachelor's degree in government with an emphasis in policy. I was recently hired as the Chamber director here in Rangely and would like to take an active role in business retention and development. I believe I would be an ideal fit for a position on the board.

I am skilled at communicating effectively with diverse people across various platforms. I grew up in Rangely, left went to college in phoenix for three years and within that time I was able to become a social media manager at an events center on my campus and also an Intern under the city manager in Gilbert, AZ.

I believe my experience, communication skills, and interpersonal abilities would make me a strong fit for a position the RDA / RDC board. I look forward to speaking with all of you and answering any questions you may have.

Sincerely,

McKenzie Webber  
Rangely Area Chamber of Commerce