

Work session at 5:59 p.m.  
Pete Waller with First National Bank of Rockies  
Kate Nowak with Executive Director Yampa Valley Partners

AGENDA  
RANGELY BOARD OF TRUSTEES (TOWN COUNCIL)  
Meeting of April 26, 2011  
\*\*\*\*\*7:00 P.M. \*\*\*\*\*  
Council Chambers - Municipal Building

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Paula Davis, Mayor

Elaine Urie, Mayor Pro Tem  
Lisa Hatch, Trustee  
Clayton Gohr, Trustee



Frank Huitt, Trustee  
Brent Shroyer, Trustee  
Brad Casto, Trustee

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1. Call to Order
2. Roll Call
3. Invocation
4. Pledge of Allegiance
5. Minutes of Meeting
  - A. Approval of Minutes of April 12, 2011.
6. Petitions and Public Input
7. Changes to Agenda
8. Public Hearings (7:15 p.m.)
  - A. None
9. Committee Reports
10. Report from Officers
  - A. Town Manager
    - 1) Tree dump hours
    - 2) Town Clean-up scheduled for May 19, 2011/Highway clean-up scheduled for May 20, 2011
    - 3) Senior picnic schedule for July 12<sup>th</sup> at Elks Park
    - 4) Golden Spade program will start May and end in August.
    - 5) Narrow banding deadline compliance
    - 6) Colorado State Parks grant award of \$30,000.00.

- 7) Payment from the Colorado River District in the amount of \$81,000.00 for Rangely Water Supply project.
- 8) Supervisor report.
- 9) WRV Safety issues update
- 10) Gas leak survey – Located & Main breaks
- 11) CERR employee resident report.

11. Old Business

- A. None

12. New Business

- A. Discussion and action on crack seal bid. (submitted)
- B. Discussion and action on vacation of utility easement from 40' to 20' feet located between 1295 La Mesa and 1321 La Mesa. (see map & pixs)

13. Announcements

- A. Colorado Prayer Luncheon Thursday, May 12, 2001 at 11:30 a.m. Colorado Convention Center, Denver Colorado
- B. CML District meeting May 19, 2011 in Glenwood
- C. 9-health fair April 30, 2011 at EEC Gym from 7:00 a.m. – 12:00 p.m
- D. Joint meeting with Meeker May 31, 2011 in Meeker.
- E. Rio Blanco Water Conservancy District FERC review – August 10, 2011 at CNCC.
- F. June 21 – 24 annual meeting in Vail

Local Board meetings

- A. Community networking meeting is scheduled for April 26, 2010 Weiss room at the College.
- B. Rio Blanco Water Conservancy District board meeting is scheduled for April 27, 2011 at 7:00 p.m. at 2252 E Main.
- C. Rangely District Hospital board meeting is scheduled for May 9, 2011 at 7:00 p.m. 515 S White Ave.
- D. RDA/RDC board meeting is scheduled for May 5, 2011 at 11:00 a.m. Town Hall.
- E. Planning Commission and County Meeting May 11, 2011 at 7:30 a.m.
- F. Rural Fire Protection District board meeting is scheduled for May 16, 2011 at 7:00 p.m. at 115 N Nichols.
- G. Rangely School District board meeting is scheduled for May 17, 2011 at 6:15 p.m.

14. Adjournment

MINUTES  
RANGELY BOARD OF TRUSTEES (TOWN COUNCIL)  
Meeting of April 12, 2011  
\*\*\*\*\*7:00 P.M. \*\*\*\*\*  
Council Chambers - Municipal Building

Elaine Urie, Mayor Pro Tem  
Lisa Hatch, Trustee  
Clayton Gohr, Trustee

Paula Davis, Mayor



Frank Huitt, Trustee  
Brent Shroyer, Trustee  
Brad Casto, Trustee

1. Call to Order  
Meeting was called to order at 7:00 p.m.
2. Roll Call  
All members were present except for Frank Huitt.
3. Invocation  
Invocation was given by Peter Brixius.
4. Pledge of Allegiance  
Pledge of allegiance was led by Peter Brixius.
5. Minutes of Meeting
  - A. Approval of Minutes of March 22, 2011. Elaine Urie moved to approve the minutes of March 22, 2010; seconded by Brad Casto, vote unanimous.
6. Petitions and Public Input  
Lisa Hatch mentioned that the community garden committee met with the Raw Water board and they have agreed to allow the community garden location to use water supply from the raw water system which will be metered.
7. Changes to Agenda  
None
8. Public Hearings (7:15 p.m.)
  - A. None
9. Committee Reports  
Personnel committee

10. Report from Officers

A. Report from Supervisors

1. Alden VandenBrink - **Alden mentioned that he will be instituting a change to the way you will be filling your bulk water tanks. To help offset the cost associated with this change all customers will be eligible for a onetime \$30.00 reimbursement from the Town of Rangely. Consensus of the Council is to discuss the change with some more of the users and put it on the agenda for the next meeting as an action item.**
2. Vince Wilczek - **Vince Wilczek thanked Brad and Michelle Casto for the donation of the truck topper to the Police Department.**

B. Town Manager

1 Town Manager

1. Progress on Town Hall maintenance and renovation.
2. Summer hires
3. Water line and gas line projects
4. Loss Control CIRSA Audit – Department Summary
5. Governor's bottom up Economic Development Plan.
6. Planning and zoning update on meeting held on 4/8/11 (work session on Airport Expansion)
7. Club 20 meeting – Cabinet officers spoke.
8. Website usage update.
9. Flowers will be installed on Main Street May 25<sup>th</sup>, 2011.

11. Old Business

A. None

12. New Business

- A. Discussion and action Proclamation for the Town of Rangely announcing the month of April as Sexual Assault Awareness month.
- B. Discussion and action on liquor license renewal for Los Tres Portillos. **Elaine Urie moved to approve the renewal liquor license for Los Tres Portillos; seconded by Brad Casto, Clayton Gohr and Lisa Hatch abstained, motion passed.**
- C. Discussion and action for the award of the WWTP Effluent diffuser system project with SGM. The project will done in two phases the first phase is the engineer design and the other will be construction of the project. **Elaine Urie moved to approve the WTTP Effluent Diffuser system, seconded by Brad Casto, vote unanimous.**
- D. Ratify phone poll for the purchase of a dump truck from Rio Blanco County in amount of \$10,000.00. **Brad Casto moved to ratify the phone poll; seconded by Elaine Urie, vote unanimous.**
- E. Discussion and action on accounts receivable and accounts payable for the month of March. **Lisa Hatch moved to approve the accounts receivable and accounts payable for the month of March; seconded by Elaine Urie, vote unanimous.**

13. Announcements

- A. Rangely District Hospital board meeting is scheduled for April 11, 2011 at 7:00 p.m. 515 S White Ave.
- B. Rural Fire Protection District meeting is scheduled for April 18, 2011 at 7:00 p.m. at 115 N Nichols.
- C. Rangely School District board meeting is scheduled for April 19, 2011 at 6:15 p.m.
- D. Community networking meeting is scheduled for April 26, 2010 Weiss room at the College. Russell George will be the guest speaker.
- E. Rio Blanco Water Conservancy District meeting is scheduled for April 27, 2011 at 7:00 p.m. at 2252 E Main.
- F. 9-health fair April 30, 2011 at EEC Gym from 7:00 a.m. – 12:00 p.m.
- G. RDA/RDC meeting is scheduled for May 5, 2011 at 11:00 a.m. Town Hall.
- H. Colorado Prayer Luncheon Thursday, May 12, 2001 at 11:30 a.m. Colorado Convention Center, Denver Colorado
- I. Rio Blanco Water Conservancy District FERC review – August 10, 2011 at CNCC.

14. Adjournment

**Elaine Urie moved to adjourn the meeting; seconded by Brent Shroyer, vote unanimous.**

ATTEST:

RANGELY TOWN COUNCIL;

\_\_\_\_\_  
Christine Brasfield, Town Clerk

\_\_\_\_\_  
Paula Davis, Mayor



Federal Communications Commission  
Washington, D.C. 20554

April 14, 2011

RANGELY, TOWN OF  
209 E. MAIN  
RANGELY, CO 81648

**RE: Compliance with the January 1, 2013 Narrowbanding Deadline**

Dear Licensee:

The Federal Communications Commission's database shows that 3 of the Public Safety Pool authorizations for which you are licensee of record contain(s) an emission designator authorizing "wideband" operation with a channel bandwidth in excess of 12.5 kilohertz (kHz). See lead call sign WPWQ755. While such wideband operation is currently permissible, this is a reminder that the **deadline** for converting to "narrowband" operation is quickly approaching. You must bring these facilities into compliance with the Commission's narrowbanding rules by **January 1, 2013**, either by migration to 12.5 kHz (or narrower) channel bandwidth or by utilization of technology that achieves equivalent efficiency.<sup>1</sup> The Commission began implementing the narrowbanding rules over ten years ago and set January 1, 2013 as the deadline to give licensees ample time to comply. If you have not done so already, we urge you to take the necessary steps as soon as possible to ensure timely compliance with the January 1, 2013 deadline.

Timely completion of narrowbanding is important because it will ensure more efficient use of the spectrum, relieve congestion, and result in increased channel availability for land mobile radio systems. In addition, after the January 1, 2013 deadline, the Commission's rules will no longer protect unauthorized wideband operations from harmful interference, availability of wideband equipment will diminish or cease, and the Commission may license new narrowband facilities that overlap pre-2013 wideband channels. Unauthorized wideband operation after this date in violation of the Commission's rules may subject licensees to enforcement action, including monetary forfeitures or license revocation. If newly authorized facilities receive harmful interference from unauthorized wideband operations, the Commission may require the non-compliant wideband operator to promptly remedy the interference, which may include cessation of operations, if necessary.

The Commission has information resources available to assist you in the narrowbanding process. For further information regarding the narrowbanding rules, planning for the narrowbanding process, frequently asked questions, and links to technical and funding resources, please go to [www.fcc.gov/narrowbanding](http://www.fcc.gov/narrowbanding). In addition, the U.S. Department of Homeland Security's Office of Emergency Communications has recently released a guidance document entitled "A Practical Guide to Narrowbanding," which is available at [http://www.dhs.gov/files/publications/gc\\_1285865538920.shtm](http://www.dhs.gov/files/publications/gc_1285865538920.shtm). Licensees may also send questions by e-mail to [narrowbanding@fcc.gov](mailto:narrowbanding@fcc.gov) or by contacting Mr. Roberto Mussenden of the FCC Public Safety and Homeland Security Bureau, Policy Division, (202) 418-1428, [Roberto.Mussenden@fcc.gov](mailto:Roberto.Mussenden@fcc.gov), or the Commission's Consumer Center at 888-CALL-FCC (888-225-5322).

Sincerely yours,

James Arden Barnett, Jr., Rear Admiral (Ret.)  
Chief, Public Safety & Homeland Security Bureau

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<sup>1</sup> See 47 C.F.R. §§ 90.203(j), 90.209(b).



13787 S. Highway 85 • Littleton, CO 80125 • Phone (303) 791-1957 • FAX (303) 470-0782 • [www.parks.state.co.us](http://www.parks.state.co.us)

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April 13, 2011

Town of Rangely  
209 E. Main Street  
Rangely, CO 81648

Dear Peter:

We are pleased to inform you that the following grant application for the State Trails Program has been approved for funding:

Project: White River Park Trails Connection Project

Grant Amount Awarded: \$30,000.00

**This grant award is subject to change and contingent upon the availability of funds. Match documents are eligible beginning May 1<sup>st</sup>, 2010. Expenditures made prior to the finalized grant agreement between your organization and the State of Colorado are not reimbursable.**

## **I. FUNDING**

Colorado State Parks administers several sources of grant funds:

- 1.) Colorado Funding: Lottery and Great Outdoors Colorado (GOCO)
- 2.) Federal Funding: Recreation Trails Program (RTP) from Federal Highway Administration (FHWA) and Land and Water Conservation Funds (LWCF).

**Your grant will be funded with: Great Outdoors Colorado State Park Funding**

## **II. STATE PARKS GOCO FUNDING INFORMATION**

If you have any questions about GOCO funding please contact Mike Colchiski, State Trails Program Assistant at (303)791-1957 Ext. 4131, or email [michael.colchiski@state.co.us](mailto:michael.colchiski@state.co.us)  
Matching funds can be any source EXCEPT Great Outdoors Colorado.



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### III. FUNDING VERSUS REQUEST

The actual award being offered on your grant is less than your original request. This is due to the overall reduction of funding available for grants. If you can proceed with your project accepting the reduced award amount, please submit **one** of the following:

- ✓ In writing, a new project description (scope) and new budget. *(This will reflect changes made to the project scope and budget due to the modification in amount awarded.)*

OR

- ✓ E-mail or write a letter stating “The original scope will remain unaffected despite different amount awarded. Grantee commits to contributing more matching funds and submits new budget.”

### IV. REIMBURSEMENT

The following identifies the requirements for reimbursement of your expenditures. **Remember that you can not have expenditures to be reimbursed prior to the Grant Agreement being finalized.**

- Invoice Form – **Careful records of all your project expenditures must be kept.** We will need this documentation in order to make payments throughout your project and upon project completion.
- All items and amounts listed on the Invoice Form must correspond to the categories and amounts used on your original budget. Please reference the attached “Sample Invoice Form” when submitting your project expenditures for reimbursement.
- Make sure you enclose all receipts and supporting documentation with the Invoice Form.
- The Invoice Form must be dated and signed.
- Match documents are eligible beginning May 1st, 2010.
- Expenditures made prior to the finalized grant agreement made between your organization and the State of Colorado are not reimbursable.



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## V. GRANTEE INSURANCE

**A certificate of insurance must be submitted along with your grant agreement. Included with this award letter is an example of a correct certificate that shows specifically what is reviewed when your certificate is received.**

Below are the specific insurance requirements listed in the grant agreement:

- **Worker's Compensation**-Worker's Compensation Insurance, as required by State statute and Employer's Liability Insurance covering all of Grantee and Sub-Grantee employees acting within the course and scope of their employment.
- **General Liability**-Commercial General Liability Insurance written on ISO occurrence from CG 00 01 10/93 or equivalent, covering premises operations, fire damage, independent Grantees, products and completed operations, blanket Grantual liability, personal injury, and advertising liability with minimum limits as follows: (a) \$1,000,000 each occurrence; (b) \$1,000,000 general aggregate; (c) \$1,000,000 products and completed operations aggregate; and (d) \$50,000 any one fire. If any aggregate limit is reduced below \$1,000,000 because of claims made or paid, Sub-grantee shall immediately obtain insurance to restore the full aggregate limit and furnish to Grantee a certificate or other document satisfactory to grantee showing compliance with this provision.
- **Automobile Liability**-Automobile Liability Insurance covering any auto (including owned, hired and non-owned autos) with a minimum limit of \$1,000,000 each accident combined single limit.
- **Additionally Insured**-Grantee and the State shall be named as additional insured on the Commercial General Liability and Automobile Liability Insurance policies (leases and construction Grants require additional insured coverage for completed operations on endorsements CG 2010 11/85, CG 2037, or equivalent).
- **Primacy of Coverage**-Coverage required of Grantee and Sub-Grantees shall be primary over any insurance or self-insurance program carried by Grantee and the State by certified mail.
- **Cancellation**-The above insurance policies shall include provisions preventing cancellation or non-renewal without at least 45 days prior notice to the Grantee or the State.
- **Subrogation Waiver**-All insurance policies in any way related to this grant and secured and maintained by Grantee or its Sub-Grantees as required by herein shall include clauses stating that each carrier shall waive all rights of recovery, under subrogation or otherwise,



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against Grantee or the State, its agencies, institutions, organizations, officers, agents, employees and volunteers.

## VI. FINAL INSPECTION

When your project is complete, a state representative must conduct an audit and on-site final inspection.

Please contact Colorado State Parks to schedule a visit when the project has been completed.

## VII. REVIEWER'S COMMENTS

Attached are grant reviewer's comments supplied during the rating process of your application. These comments have been returned to you as constructive guidelines to aid in the compiling and writing process of future grant applications.

We would also like to include information on where your grant was ranked within your category amongst all other applicants of that category.

Your Score: 77.60%  
Highest Scored Funded: 77.60%  
Lowest Score Funded: 70.69%  
Lowest Scored: 57.63%

We appreciate all the work you have done to make this trails project a reality!

Sincerely,

Michael Colchiski  
State Trails Program  
Colorado State Parks  
303-791-1957 ext. 4131  
[michael.colchiski@state.co.us](mailto:michael.colchiski@state.co.us)

# ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
4/5/2011

PRODUCER (303)894-0298 FAX: (303)894-0161  
 Nonprofit Resources, Inc.  
 455 Sherman Street  
 Suite 207  
 Denver CO 80203

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**INSURED**

[Redacted Insured Name]

**INSURERS AFFORDING COVERAGE**

NAIC #

INSURER A: Alliance of Nonprofits  
 INSURER B: Pinnacol Assurance  
 INSURER C: North American Elite  
 INSURER D:  
 INSURER E:

**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	[Redacted]	9/1/2010	9/1/2011	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	[Redacted]	9/1/2010	9/1/2011	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) <b>At least \$1 Million</b> BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	[Redacted]	10/1/2010	10/1/2011	WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C		OTHER Property Special Form Theft	[Redacted]	9/1/2010	9/1/2011	BPP Limit \$5,000 <b>No limit on amount</b>

Insurance must include these three types

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS  
 Certificate holder is named additional insured (Grant)  
 10 Day notice of cancellation for non-payment of premium

**CERTIFICATE HOLDER**

Colorado State Parks  
 13787 South Highway 85  
 Littleton, CO 80125

Colorado State Parks Must be named as an additional insured

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE  
 Rachel Hernandez/RH *Rachel Hernandez*

Must include a signature!

## Reviewer Comments

**Project Name:** White River Park Trails Connection Project

**Project Sponsor:** Town of Rangely

### Needs, Benefits and Urgency

- Average description of needs and benefits. No safety-related urgencies identified.
- Clear need and benefits.
- Lacking strong urgency.
- This is a good initial trail planning application.

### Project Scope

- Application is confusing, are we talking about a trail or a system of trails?

### Likelihood of Implementation

- A set of specific projects that come out of meetings that citizens are attached to seeing succeed would improve the score.

### Catalyst and Demonstration Value

- Unique and innovative because first project in community to link town to surrounding environment and amenity development.

### Partnerships and Support

- Strong support from a range of entities.
- Clear partnerships and support.

### Leverage

- Would have like to have seen other in-kind support, perhaps from community colleges.
- Excellent leverage description.
- Many aspects of leveraging funds identified, very clear and concise explanations here, a plus.



April 15, 2011

Mr. Peter Brixius  
Town of Rangely  
209 East Main Street  
Rangely, Colorado 81648

Re: RANGELY WATER SUPPLY PROJECT - PHASE I : GRANT CONTRACT NO. CG10033

Dear Mr. Brixius:

Enclosed is check number 1177 in the amount of \$81,000.00 in full and complete payment of grant number CG10033.

Utilizing the information provided on the W-9 form, the River District will issue a 1099 form to Employer Identification Number 84-6000713 for each calendar year in which grant funds are distributed. As the recipient of these funds, the Town is solely liable and responsible for any applicable federal and state taxes.

Thank you for your participation in our water projects grant program.

Sincerely,

Gail Guentzel  
Business Support Specialist/Legal Asst.

/gg  
Enclosure  
cc: Dave Kanzer

**COLORADO RIVER WATER  
CONSERVATION DISTRICT  
CAPITAL PROJECT INTERNAL SERVICE FUND**

P.O. BOX 1120  
GLENWOOD SPRINGS, CO 81602-1120  
PH. (970) 945-8522

**BANK OF COLORADO**  
GLENWOOD SPRINGS, CO 81602  
82-244/1070

CHECK  
NUMBER

**1177**

PAY

DATE

\$

04/07/11

\*\*\*\*81,000.00

\*\*\*\*\* Eighty One Thousand & 00/100 Dollars

TO THE  
ORDER  
OF

**TOWN OF RANGLEY**  
209 E MAIN  
RANGLEY, CO 81648

TWO SIGNATURES REQUIRED OVER \$5000.00  
PRESIDENT  
SECRETARY/GENERAL MANAGER

*[Handwritten Signature]*  
*[Handwritten Signature]*  
AUTHORIZED SIGNATURE MP

⑈001177⑈ ⑆107002448⑆ 2630044474⑈

**COLORADO RIVER WATER**

**1177**

Vendor ID: CG10033

Name: **TOWN OF RANGLEY**

04/07/11

Check #: **1177**

Invoice No.	Date	Invoice Amount	Amount Paid	Discounts Taken	Credits Taken	Net Amount
4/4/11	04/04/11	81000.00	81000.00	0.00	0.00	81000.00
Net Check Amt						81000.00

## **March 2011 Administrative/Supervisor update for Town Council**

Submitted by Town Manager - Peter Brixius

- √ Public Works – Jeff LeBleu
- √ Building & Grounds Supervisor & Public Works - Mike Englert
- √ Police Chief – Vince Wilczek
- √ Utilities Supervisor – Alden Vanden Brink
- √ Gas Department Supervisor – Debbie Karschner
- √ Administration – Chris Brasfield
- √ Code Enforcement/Animal Control – Vicki Pfennig

*If box is checked then a report has been submitted by the department.*

This report provides information concerning activities of various city departments. It is presented in uniform format with Department Head monthly reports. Please advise me of questions or concerns immediately and a resolution will be pursued.

### **PROJECT STATUS/CURRENT ISSUES:**

#### **PUBIC WORKS:**

- Water line survey
- Maintenance
- Street sweeping

#### **UTILITIES**

- Booster/Intake progress report
  - PCI began sight cleanup and yard grading April 4<sup>th</sup>
  - No operational issues
- WWTP 2013
  - Visit to Delta
  - Interviewed 3 Engineering firms
  - Selection made (SGM)
- Crew Activities (Key items)
  - Installed 2-rebuilt pump assemblies at Irrigation Pump Station #2
  - Clean up around the Irrigation ponds and sight
  - Continued updating at the WWTP Headwork building: Painting, plumbing (sink), painting, wash down hose, paint/sealing of the main floor
  - Crew began water sample data collecting for the WT Master Plan and learning new laboratory procedures.
- Step Screen
  - Put back into service Wednesday 2/9/2011.
  - March 9<sup>th</sup> the “EAGLE LAID AN EGG” and has been functioning well since
  - Settled with SPIRAC

## **ADMINISTRATION**

- Rented apartment at WRV
- Liquor license renewal for Kum N Go
- CIRSA audit
- Website updates
- Gas rebate coupon program went very well.
- Governor's bottom up economic development plan meeting went well.

## **BUILDING DEPARTMENT/MAINTENANCE**

- Working on Police Department remodel
- Fixed water leak by Chris's desk.
- Cleaning Town Hall, WRV and all shops.
- 

## **POLICE DEPARTMENT**

### **Project status/Current Issues: RPD**

- 1,013 calls for service through communication center
- 52 calls for 9-1-1 services
- 7 misdialed 9-1-1 calls
- 180 incident calls for various crimes occurring or occurred
- 2 traffic arrest, 3 warrant arrest, 2 summonses issued for various crimes.
- 3 arrest were booked into Rio Blanco County Jail
- 36 calls for service to assist other agencies, 9-ambulance, 12-sherrif, 4 - CSP, 2- fire and 9 other
- 12 total Animal control calls for service, 7-RAL, 5-Barking complaints, and 0 misc.
- 46 traffic contacts, 7 citations issued, 35 warnings, 2 DUI arrest, 2 arrests for traffic violations, 1 traffic accidents, 0- parking complaints
- 60 incidents for citizen assist, vin inspections, finger prints and others
- 1- PROPERTY CRIMES / 2-THEFT CRIMES and 7 misc. crimes
- 13- CRIMES AGAINST PERSON

## **CODE ENFORCEMENT/ANIMAL SHELTER/ CODE ENFORCEMENT**

- 24 - no house numbers - code enforcement
- 1 - privacy fence issue
- 14 - parking issues
- See attached sheet for animal calls and animal shelter activities.

## **GAS DEPARTMENT**

- White River Village individual metering project meeting and ordering of materials
- Stanolind Avenue Pipeline Project meets preliminary planning
- Monitor Border Station, System Pressures and Gas Usages
- PMC; Periodic Meter Changes 10 year rotation done (94 meters), recorded in data base

- Annual Damage Prevention Brochures mailed (contractors)
- Annual Customer Owned Yard Line, letter of advice
- Update Emergency Plan and O&M Plan
- Annual Regulator Inspection
- Training;
  - Damage Prevention Public Works, Utilities, and Building Maintenance
  - Flagging Certification
  - Plastic Fusion Qualifications; socket, electro, and butt
  - Operators Qualifications Testing – in house

### **PERSONNEL ISSUES/EVENTS:**

#### **CODE ENFORCEMENT/ANIMAL SHELTER**

- Heidi Yardley resigned from the Animal Shelter
- Hired Susan Jurgeon

#### **POLICE DEPARTMENT**

- Talitha Long continues training is advancing very well and nearing the end of her training in dispatch
- Keith Hood and Ty Hamblin are in Field Training and evaluation program and are advancing well.

#### **UTILITIES**

- Bill attended a 3 day Wastewater Training school in Grand Junction

### **NOTABLE ISSUES/EVENTS**

#### **POLICE DEPARTMENT**

- The construction project of the communication center and is going well.
- Napa Auto parts of Rangely donated a bed topper for the K-9 truck. This will allow for training equipment to be stored and moved and not in the elements.
- Looking into upgrading the dispatch console with one from another agency at a low cost. This will help with the narrow banding and will give the communication about another seven years before needed upgrading of equipment.
- Will be contacting Syscom in Vernal to move radio equipment gave an estimate and they provide a good quality service and know are system very well.
- Currently looking into getting 800 DTR car and portable radios on a grant.

#### **CODE ENFORCEMENT/ANIMAL SHELTER**

- Rangely was the spotlighted town for the Colorado Association of Code Enforcement Officer
- Getting ready for the Golden Spade Award Program

## **UTILITIES**

- Meeting with USFW and ACOE at the Raw Water Intake and also the proposed 2013 site.

## March ,2011 Animal Calls and Animal Control Officer Activities

Barking dog calls 5

Dogs to Vet 3

Running at large calls 22

Horse welfare check 2 calls

Dog at large 3 calls, unable to locate dogs

Animal cruelty check dog 1 call

Dog running in home 1 call

Daily In/Out Report between Tuesday, March 1, 2011 and Thursday, March 31, 2011

**Animals In**

Animals Brought In

Date Brought In	Reason	Code	Litter ID	Microchip No	Animal Name	Type	Species	Age	Sex	Internal Loc	Brought In By
03/01/2011	Stray	003F			Zeus	F (Stray Dog)	Dog	2 years and 8 months	Male	Shelter (Adopted)	Animal Control Officer
03/01/2011	Unsuitable Accomodation	004U			Dragon	U (Unwanted Cat)	Cat	1 years and 0 months	Female	Shelter	Ty Hamblin
03/01/2011	Stray	002F			Aegis	F (Stray Dog)	Dog	2 years and 8 months	Male	Shelter (Adopted)	Animal Control Officer
03/04/2011	Stray	006F	AKA 20110354		Java	F (Stray Dog)	Dog	1 years and 1 months	Male	Shelter (Reclaimed)	Rangely PD Officer
03/04/2011	Stray	005F	AKA 20110353		Kilo	F (Stray Dog)	Dog	4 years and 2 months	Male	Shelter (Reclaimed)	Rangely PD Officer
03/05/2011	Unable to Cope	019D			Scooter	D (Dog)	Dog	1 years and 6 months	Male	Shelter (Adopted)	Kristi Stewart
03/05/2011	Stray	007F	AKA 20110360		BeBe	F (Stray Dog)	Dog	11 weeks.	Female	Shelter (Foster)	Animal Control Officer
03/09/2011	Stray	013S			unknown kitten	S (Stray Cat)	Cat	11 weeks.	Unknown	Shelter (Deceased)	Animal Control Officer
03/11/2011	Stray	009F			Sandy	F (Stray Dog)	Dog	1 years and 6 months	Female	Shelter (Reclaimed)	Crystal Urie
03/14/2011	Stray	008F			Hyde	F (Stray Dog)	Dog	1 years and 9 months	Male	Shelter (Reclaimed)	Animal Control Officer
03/21/2011	Unable to Cope	005U			Speckles	U (Unwanted Cat)	Cat	0 years and 6 months	Female	Shelter	Nicole Salee
03/22/2011	Unable to Cope	023D		4B7C76091D	Zeus	D (Dog)	Dog	2 years and 8 months	Male	Shelter (Adopted)	Kathleen Losser

03/22/2011	Stray	021D			Alize	D (Dog)	Dog	2 years and 0 months	Female	Shelter (Reclaimed)	Animal Control Officer
03/22/2011	Unsuitable Accomodation	022D			Aegis	D (Dog)	Dog	2 years and 8 months	Male	Shelter	Kathleen Losser
03/22/2011	Stray	013F	A1		<i>f puppy 3</i>	F (Stray Dog)	Dog	13 weeks.	Female	Shelter (Reclaimed)	Animal Control Officer
03/22/2011	Stray	020D			Otis	D (Dog)	Dog	1 years and 2 months	Male	Shelter (Reclaimed)	Animal Control Officer
03/22/2011	Stray	011F	A1		<i>f puppy 1</i>	F (Stray Dog)	Dog	13 weeks.	Female	Shelter (Reclaimed)	Animal Control Officer
03/22/2011	Stray	012F	A1		<i>f puppy 2</i>	F (Stray Dog)	Dog	13 weeks.	Female	Shelter (Reclaimed)	Animal Control Officer
03/22/2011	Stray	010F	A1		<i>m puppy</i>	F (Stray Dog)	Dog	13 weeks.	Male	Shelter (Reclaimed)	Animal Control Officer
03/27/2011	Stray	014F			CNCC male	F (Stray Dog)	Dog	2 years and 0 months	Male	Shelter (Foster)	Thomas Crafton
03/28/2011	Stray	015F			Hyde	F (Stray Dog)	Dog	1 years and 6 months	Male	Shelter	Animal Control Officer
03/29/2011	Stray	017F			Ranger	F (Stray Dog)	Dog	4 years and 1 months	Male	Shelter (Reclaimed)	Animal Control Officer
03/29/2011	Stray	016F			Lola	F (Stray Dog)	Dog	1 years and 1 months	Female	Shelter (Reclaimed)	Animal Control Officer
03/31/2011	Stray	018F			Woody	F (Stray Dog)	Dog	6 years and 0 months	Male	Shelter (Reclaimed)	Animal Control Officer

Total Animals Brought In: 24

Animals Returned From Transferring Out

Returned Date	Reason	Code	Litter ID	Microchip No	Animal Name	Type	Species	Age	Sex	Internal Loc	Returned By
03/03/2011	Unable to Cope	003F			Zeus	F (Stray Dog)	Dog	2 years and 8 months	Male	Shelter (Adopted)	Judy & David Bray
03/03/2011	Unable to Cope	002F			Aegis	F (Stray Dog)	Dog	2 years and 8 months	Male	Shelter (Adopted)	Judy & David Bray

Total Animals Returned From Transferring Out: 2

Animals Returned From Others

Returned Date	Returned From	Reason	Code	Litter ID	Microchip No	Animal Name	Type	Species	Age	Sex	Internal Loc
03/02/2011	Escaped	Stray	001F	AKA 20110304		Boomer	F (Stray Dog)	Dog	5 years and 2 months	Male	Shelter (Reclaimed)

Total Animals Returned From Others: 1

**Total Animals In: 27**

**Animals Out**

Animals Adopted

Adoption Date	Code	Litter ID	Microchip No	Animal Name	Type	Species	Age	Sex	Internal Loc	Adopted To	Donation
03/03/2011	014D			Dookie	D (Dog)	Dog	1 years and 2 months	Male	Shelter	Matt Paula	\$0.0
03/03/2011	003U	AKA 20103220		Zoey	U (Unwanted Cat)	Cat	0 years and 7 months	Female	Shelter	Jarri Super	\$0.0
03/10/2011	006S			Speckles	S (Stray Cat)	Cat	0 years and 6 months	Female	Shelter	Nicole Salee	\$0.0
03/18/2011	003F			Zeus	F (Stray Dog)	Dog	2 years and 8 months	Male	Shelter	Kathleen Losser	\$75.0
03/18/2011	002F			Aegis	F (Stray Dog)	Dog	2 years and 8 months	Male	Shelter	Kathleen Losser	\$75.0
03/24/2011	019D			Scooter	D (Dog)	Dog	1 years and 6 months	Male	Shelter	Christina Cordova	\$0.0

Total Animals Adopted: 6

Total Donations: \$150.0

Animals Died On The Shelter

Date Deceased	Code	Litter ID	Microchip No	Animal Name	Type	Species	Age	Sex	Internal Loc	Euthanized	DOA	PTS Reason
03/23/2011	013S			unknown kitten	S (Stray Cat)	Cat	11 weeks.	Unknown	Shelter	No	No	Died

Total Animals Died On Shelter: 1

Animals Reclaimed

Date Reclaimed	Code	Litter ID	Microchip No	Animal Name	Type	Species	Age	Sex	Internal Loc
03/04/2011	005F	AKA 20110353		Kilo	F (Stray Dog)	Dog	4 years and 2 months	Male	Shelter
03/05/2011	006F	AKA 20110354		Java	F (Stray Dog)	Dog	1 years and 1 months	Male	Shelter

03/13/2011	009F			Sandy	F (Stray Dog)	Dog	1 years and 6 months	Female	Shelter
03/22/2011	008F			Hyde	F (Stray Dog)	Dog	1 years and 9 months	Male	Shelter
03/22/2011	020D			Otis	D (Dog)	Dog	1 years and 2 months	Male	Shelter
03/22/2011	021D			Alize	D (Dog)	Dog	2 years and 0 months	Female	Shelter
03/23/2011	011F	A1		<i>f puppy 1</i>	F (Stray Dog)	Dog	13 weeks.	Female	Shelter
03/23/2011	010F	A1		<i>m puppy</i>	F (Stray Dog)	Dog	13 weeks.	Male	Shelter
03/23/2011	013F	A1		<i>f puppy 3</i>	F (Stray Dog)	Dog	13 weeks.	Female	Shelter
03/23/2011	012F	A1		<i>f puppy 2</i>	F (Stray Dog)	Dog	13 weeks.	Female	Shelter
03/29/2011	016F			Lola	F (Stray Dog)	Dog	1 years and 1 months	Female	Shelter
03/29/2011	017F			Ranger	F (Stray Dog)	Dog	4 years and 1 months	Male	Shelter
03/31/2011	018F			Woody	F (Stray Dog)	Dog	6 years and 0 months	Male	Shelter

Total Animals Reclaimed: 13

Animals Fostered

Date Fostered	Code	Litter ID	Microchip No	Animal Name	Type	Species	Age	Sex	Internal Loc	Fostered To
03/13/2011	007F	AKA 20110360		<i>BeBe</i>	F (Stray Dog)	Dog	11 weeks.	Female	Shelter	Dani Powers Dylan Morris

Total Animals Fostered: 1

Animals Transferred

Date Transferred	Code	Litter ID	Microchip No	Animal Name	Type	Species	Age	Sex	Internal Loc	Transferred To
03/03/2011	003F			Zeus	F (Stray Dog)	Dog	2 years and 8 months	Male	Shelter	Judy & David Bray
03/03/2011	002F			Aegis	F (Stray Dog)	Dog	2 years and 8 months	Male	Shelter	Judy & David Bray

Total Animals Transferred: 2

Animals Escaped

Date Escaped	Code	Litter ID	Microchip No	Animal Name	Type	Species	Age	Sex	Internal Loc
03/02/2011	001F	AKA 20110304		Boomer	F (Stray Dog)	Dog	5 years and 2 months	Male	Shelter

Total Animals Escaped: 1

**Total Animals Out: 24**

Report: Daily In/Out Report between Tuesday, March 1, 2011 and Thursday, March 31, 2011  
Generated by Animal Shelter Manager 2.8.5 (Fri Feb 11 09:29:58 GMT 2011) at Organisation on Wednesday, April 20, 2011 by user



# Northwest Colorado Energy Education Plan

<b>Goal I: To reduce energy consumption by segment per capita</b> <b>Strategy A: Educate residential users and their families about behavioral changes and ways to save energy.</b>							
Action	Needed Support	Responsibility	Time Table	Required Resources	Success Criteria	Monitoring Mechanism	Progress or modification
Identify 5 teachers (one in each district) interested in using energy and sustainability education to children with possible partnerships	School Superintendents and Principals	YVP and energy Ed committee volunteers in Moffat & Rio Blanco, YVSC school team for Routt	Within 2 years, on-going	CSU extension? 4H?	Children talking about what they learned at home	Program assignment results	
Create an energy efficient brochure	Energy Ed Committee members, YVSC	YVP ED with specific Energy Education Committee members	Within 2 years	Solicit sponsorships	Media talks about brochure	Circulate to libraries, gov't buildings, Chambers, etc	
Promote existing utility home audit programs	YVEA, WREA, Moon Lake, Oak Creek	YVP ED and Energy Education Committee	2011	Information from auditors Find out how many are being conducted today and measure improvement	Citizens are doing home energy audits	Increase % of energy audits: total 100 audits in 2 years	
Partner with utility companies on incentives, rebates	YVEA, WREA, Moon Lake, Oak Creek	YVP and interested committee members	Within 2 years	Set up meetings with each utility	Incentive or rebate exists	People use the incentive	

# Northwest Colorado Energy Education Plan

Produce 2 to 4 educational events with local partners	Energy Ed Committee	YVP	yearly	Use 5:05 Drinks Program in Craig , partner w/YVSC in Routt and partner with energy forum in Meeker	Event held	Survey results	1 <sup>st</sup> event 2/10/11 with YVEA at 5:05 program
<p><b>Goal I:</b> To reduce energy consumption by segment per capita</p> <p><b>Strategy B:</b> Provide education on energy efficient building alternatives.</p>							
<b>Action</b>	<b>Needed Support</b>	<b>Responsibility</b>	<b>Time Table</b>	<b>Required Resources</b>	<b>Success Criteria</b>	<b>Monitoring Mechanism</b>	<b>Progress or modification</b>
Educate local appropriate departments on LEED, ENERGY STAR, green building programs	County & City Managers	YVP ED and Energy Education Committee	Within 2 years	Secure local or mountain experts on such programs	Adoption of program education to constituents	Meet with all departments, document implementation of education programs	Some cities or counties may already be up to speed
Educate citizens on LEED and ENERGY STAR programs	Collaborate with YVSC, planning or building departments	YVP ED and Energy Education Committee	Within 2 years	Secure experts to teach programs	Some citizens are choosing to build LEED or ENERGY STAR homes or buildings	Document citizens that have committed to either program	

# Northwest Colorado Energy Education Plan

## Goal I: To reduce energy consumption by segment per capita

### Strategy C: Educate on available funding options for energy efficiency projects in existing residences.

Action	Needed Support	Responsibility	Time Table	Required Resources	Success Criteria	Monitoring Mechanism	Progress or modification
Educate on energy audit rebate program	GEO website and local certified auditors	YVP ED	As funds last	Audit programs from utility companies and GEO rebate program specifics	Number of audits in area	Ask auditors how many they have done since education started on rebate program.	Ongoing at 5:05 Drinks program and at YVSC meetings
Educate on grants for improvement projects	GEO website	YVP ED	As long as funds last	www.rechargecolorado.com	Get media coverage	Document who has done improvement projects – voluntary basis	

## Goal I: To reduce energy consumption by segment per capita

### Strategy D: Educate commercial building users and owners

Action	Needed Support	Responsibility	Time Table	Required Resources	Success Criteria	Monitoring Mechanism	Progress or modification
Develop baseline energy use data for 3 act. bus. studies	3 willing local businesses and Main street grant program	Energy Education Committee	Within 2 years	YVEA and Atmos energy bills	Reduction in energy bills	Develop who, what, where, when and how case study	

# Northwest Colorado Energy Education Plan

## Goal 1: To reduce energy consumption by segment per capita

### Strategy D continued: Educate commercial building users and owners

Action	Needed Support	Responsibility	Time Table	Required Resources	Success Criteria	Monitoring Mechanism	Progress or modification
Educate tenants and property owners on case study results	Chambers/Downtown Business groups/Mainstreet	Energy Education Committee	Within 2 years	Flyer, chamber meetings, chamber newsletters	Increase number of case studies	List of businesses that are interested	
Inquire about financial incentives to conserve commercial energy use	financial institutions, GEO programs	Energy Education Committee	Within 2 years	Good contact list of tenants and property owners. Work with EP Contractors. Utilize main street process to begin informing businesses on energy saving investments and loans for upgrades	Get at least 1 to 3% of business penetration in doing some kind of energy upgrade or saving program	Media, and email lists	
Publicize case study results	Local newspaper and radio stations	Energy Education Committee	Within 2 years	Utilize chamber lists, newsletter and local media to help get the word out on case studies	Stories on radio or in newspapers		
Work with local utility companies to determine business energy audit program	Local utility companies, local auditors	Energy Education Committee	Within 2 years	Problem solve and remove barriers	Utility companies offer commercial audits		

# Northwest Colorado Energy Education Plan

## Goal I: To reduce energy consumption by segment per capita

### Strategy E: Educate Government on State's Greening Government program.

Action	Needed Support	Responsibility	Time Table	Required Resources	Success Criteria	Monitoring Mechanism	Progress or modification
Identify sustainability representatives in each entity and set up working group	City and County Managers, GEO greening government representatives	YVP ED	Within 2 years	GEO rep program, conference call capability	Have representative from each entity	Entity rep commits to participation	
Provide education & support for achieving sustainability goals	Government sustainability representatives, GEO greening government representatives, county and city managers	YVP ED	Within 2 years	Focus on green purchasing, EPC and transportation	Measurable reduction in energy or waste	Working group sets their own goals	

# Northwest Colorado Energy Education Plan

**Goal 1:** To reduce energy consumption by segment per capita

**Strategy F:** Visit large energy consumption industrial companies in each county to discuss their energy plans

Action	Needed Support	Responsibility	Time Table	Required Resources	Success Criteria	Monitoring Mechanism	Progress or modification
Solicit good example of dollars saved	Large company participation, Neil Conway from Industrial Challenge	Energy Education Committee	Within 2 years	Prepare fact sheet, communicate to other businesses success stories	Other businesses give feedback on best practices		

**Goal 2: Increase Uses of Multi-modal Transportation**

**Strategy A:** Provide 3 educational events in 2 years to educate on uses of multi-modal opportunities and use of alternative fuels for transportation

Action	Needed Support	Responsibility	Time Table	Required Resources	Success Criteria	Monitoring Mechanism	Progress or modification
CNG workshop	City and county personnel, Encana	YVP ED	Within 2 years	Haven community center,	Survey results said the education was excellent	45 people participated	Complete 11/10/2010
Alternative fuel at 5:05 Drinks Program	Fred Robinson	YVP ED and 5:05 committee	Within 2 years	Scheduled for May/June timeframe 2011	Survey results		

# Northwest Colorado Energy Education Plan

Market SS Transit System for shopping expedition	SS Transit, Main Street and Craig down town	Energy Education Committee	Within 2 years	Need to figure out pricing and marketing budget	Event has 40 people attend	
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## Goal 2: Increase Uses of Multi-modal Transportation

Strategy B: Identify opportunities to educate and promote carpooling or other mass-transit uses at places of employment or areas of high pedestrian traffic

Action	Needed Support	Responsibility	Time Table	Required Resources	Success Criteria	Monitoring Mechanism	Progress or modification
Explore carpooling web site and informal park & ride	Existing transport grps, medical grps, large employers	Energy Education Committee	Within 3 years	Website, buy-in from all groups involved in transportation	Citizens are using the website and carpooling	Track click thru on website	

## Goal 3: Educate the public and promote recycling, waste reduction and composting

Strategy A: Research and document best practices in the three county area

Action	Needed Support	Responsibility	Time Table	Required Resources	Success Criteria	Monitoring Mechanism	Progress or modification
Develop media campaign	Newspaper and radio partners	Energy Education Committee	Within 3 years	Define budget, research best practices first	Media stories	Document media stories	
Measure waste and recycling poundage	Landfill partners, waste mangt and other recyclers	Energy Education Committee	Within 3 years	Create form that is well understood	There is a reduction in poundage		

# Northwest Colorado Energy Education Plan

## Goal 3: Educate the public and promote recycling, waste reduction and composting

### Strategy A continued: Research and document best practices in the three county area

Determine if curbside recycling is feasible in Moffat and Rio Blanco counties	City Manager and staff	Energy Education Committee	Within 3 years	Educate about recycling, Explore potential customer survey to test curb side feasibility	Maximum recycle program fully explored	
Educate on composting in areas that do not have programs	CNCC, garden clubs, city managers	Energy Education Committee	Within 3 years	Secure compost expert	Citizens are composting	Follow up survey to those that attended program
Explore potential Xeriscape program	Community colleges, deep roots, 5:05 program, local landscapers	Energy Education Committee	Within 3 years	Expert on xeriscaping, join with existing programs and leverage across counties	Well attended program, more xeriscape plants being planted	
Create or use existing xeriscape/water conservation brochure	Water districts, existing xeriscape program, CSU extension	Energy Education Committee	Within 3 years	Circulate brochure to all existing organizations, chambers, gov't offices		

# Northwest Colorado Energy Education Plan

**Goal 4: Educate homeowners and businesses on all-energy sources and choices so that citizens make informed decisions**

**Strategy A: Integrate all-energy information into education plan**

Buildings: High performance contracting	GEO High performance	YVP ED and High performance expert	Within 2 years	Inform school and government community on free consulting program	Public buildings consider free consulting program when building new	
Develop website section on YVP website to highlight local sources and contractors	Energy industry experts	Energy Education Committee	Within 3 years	Material on web site	Citizens are using resources	Track click throughs on website
Written format of all energy choices	Energy Industry experts	Energy Education Committee	Within 3 years	Experts in each energy source, how it works and what are the cost/benefit ratios	As info becomes available	

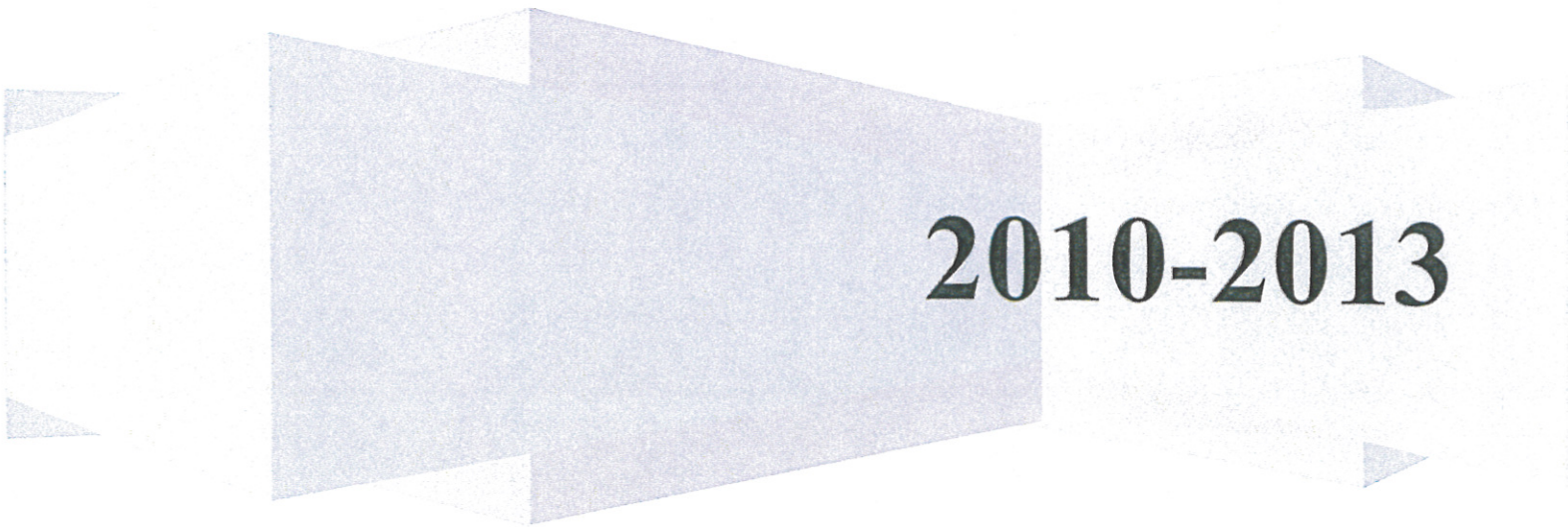


YAMPA VALLEY  
PARTNERS

# Northwest Colorado Energy Education Plan

Produced by the Northwest Colorado Energy  
Steering Committee

Kate Nowak  
Executive Director  
[kate@yampavalleypartners.com](mailto:kate@yampavalleypartners.com), 970-824-1133



**2010-2013**

# REGIONAL ENERGY EDUCATION PLAN

## INTRODUCTION

Yampa Valley Partners (YVP) received a 2-year grant from the Governors Energy Office (GEO) in April 2010 to facilitate the development of a local regional energy education plan. Other duties consist of being a liaison between the Governors Energy office and the local region and informing the region on rebates and other money-saving programs. Yampa Valley Partners invited all communities in Moffat, Rio Blanco and Routt counties to participate in creating the energy education plan. YVP asked community members from city and town councils, county commissioners, workforce, economic development, higher education, businesses, utility companies and non-profit organizations. There is a wide representation of community members participating on our steering committee.

The Steering Committee (named the Northwest Colorado Energy Steering Committee) convened for the first time the last week of May 2010 and meets monthly. We created the name of the committee, the mission, vision, the plan including goals and strategies. Although the GEO has funded the facilitator, the plan was created by the local community members. This local plan is ours to implement for our local benefit and has total local control.

The Northwest Colorado Energy Steering Committee has created a 3 year Regional Energy Education Plan that educates citizens on energy efficiency practices in Moffat, Rio Blanco and Routt Counties. The process of creating the Northwest Colorado Energy Education Plan was facilitated by Yampa Valley Partners and includes: a mission and vision, conducting an environmental scan and gap analysis, benchmarking, identifying strategic issues and goals, developing action items, and facilitating plan implementation.

## PURPOSE OF PLAN

The purpose of the Northwest Colorado Energy Education Plan is to provide energy education for citizens. In order to be inclusive we have addressed all sectors of our communities including businesses, industrial, government and residential users of energy. When we looked at reports indicating where energy use was the most, we found that buildings used the highest energy in our area. Therefore, we spent a good deal of time creating strategies to educate building users on energy efficient options. Our hope is that this plan will:

- Help to educate citizens so they can make informed decisions about their energy use.
- Assess our building stock to improve energy efficiency.
- Reinvest energy savings in local economies.
- Revitalize building trades through energy efficient construction practices.

The energy education plan is a comprehensive community-based approach that will identify baseline data, cost effective solutions and address potential barriers to these solutions. Potential barriers might include: cost, lack of incentives, incomplete information, and inaccurate valuation of long-term, social or environmental benefits. **The regional energy education plan is focused**

## REGIONAL ENERGY EDUCATION PLAN

on creating a more energy literate community through data access, information on success stories, or providing project impetus. Many of these barriers can be met at a local level, and the solutions have local benefit. Local efforts can currently be matched by a variety of incentive opportunities from the state and federal government, and energy service providers.

The role of Yampa Valley Partners will be to initiate action on the plan goals utilizing the energy steering committee as well as current community groups and proposed working groups. Some efforts are already well on their way and it will be our intension to support these efforts and work with existing groups. The steering committee has committed to participate in implementation of the strategies in the areas of their expertise and interest. A regional strategy in energy education and programs will save resources because our counties have integrated economies and workforce.

### Northwest Colorado Energy Steering Committee Members

<b>Moffat County</b> City of Craig	Audrey Danner, Commissioner Ray Beck, City Council Member Terry Carwile, City Council Member Jim Ferree, City Manager
<b>Rio Blanco County</b> Town of Rangely	Kai Turner, Commissioner Pat Hooker, County Manager Vicky Pfennig, Enforcement
<b>Routt County</b> City of Steamboat Springs Town of Hayden	Tim Winter, Facilities Manager Tom Sullivan, County Manager Meg Bentley, City Council Member Steve Hoots, Facilities Manager Stef Nijsten, Hayden EDC
<b>Higher Education</b>	Gene Bilodeau, CNCC
<b>Utility Companies</b>	Dale Dunbar, White River Electric Association Jim Chappell, Yampa Valley Electric Association
<b>Business</b>	Susan Holland, Emerald Mountain Energy Forest Luke, Trapper Mine
<b>Non-Profit</b>	Audrey Williams/Angela Ashby, Yampa Valley Sustainability Council Sasha Nelson, Colorado Environmental Coalition
<b>Workforce Development</b>	Linda Dill, Craig Workforce: Labor & Employment Specialist

# REGIONAL ENERGY EDUCATION PLAN

**Economic Development**     Richard Beason, Member of Craig Moffat Economic Development Council  
**Facilitator**                     Kate Nowak, Executive Director, Yampa Valley Partners

## PLAN FRAMEWORK

The following areas will be addressed in this plan:

- Building energy use: residential, commercial, government, industrial
- Transportation
- Waste minimization, recycling and composting
- All sources of energy

## Success

A successful plan will yield concrete results, create systematic change throughout several functional areas, and institutionalize change as part of ongoing business and practices.

## Vision

The vision of our Northwest Colorado energy education plan is to create a vibrant all-energy economy, educated public and integrated energy efficient businesses, government and residential communities throughout the region.

## Mission

The mission of Northwest Colorado Energy Steering Committee (NCESC) is to educate and communicate sustainable and energy efficient practices so that our tri-county area will utilize resources effectively, make informed decisions and help our local economies.

## Regional Strategic Issues

We identified our regional strategic issues as cost & financing, education, regulations and incentives, communication and economic development.

# REGIONAL ENERGY EDUCATION PLAN

## Building Energy Use

### **Goal 1: To reduce energy consumption by segment per capita**

**Strategy A:** Educate residential users and their families about behavioral changes and ways to save energy.

1. Identify 5 teachers (one in each district) interested in using energy and sustainability education to children with possible partnerships.
2. Create an energy efficient brochure.
3. Promote existing utility energy audit programs.
4. Partner with local utility companies to provide outreach to community members on how they can implement the audit's energy efficiency recommendations through financing, rebates, etc.
5. Have 2 to 4 educational events per year with local partners.

**Strategy B:** Provide education on energy efficient building alternatives.

1. Educate local appropriate departments (building/planning) on LEED, ENERGY STAR and green building programs if appropriate.
2. Example: Suggest insulation inspections are a part of the inspection program through educational partnership with DOLA.
3. Talk about the possibility of implementing Energy Star requirements for new construction.
4. Talk about using green building points system as part of permitting process (scrutinize design: day lighting, insulation, task lighting, equipment, etc.)
5. Educate citizens on LEED and ENERGY STAR programs.
  - a. Create several focuses; architects, planners, construction, homeowners.

**Strategy C:** Educate on available funding options for energy efficiency projects in existing residences.

1. Educate on energy audit rebate program.
2. Educate on grants for improvement projects: equipment renewal, insulation, house sealing and windows. [www.rechargecolorado.com](http://www.rechargecolorado.com)

**Strategy D:** Educate commercial building users and owners.

1. Develop baseline data for 3 actual case studies to use in educational material. Focus on what and how energy is consumed for tenants and property owners.
  - a. Review actual case study base usage every 2 years and educate businesses on results.
2. Inquire about financial incentives to conserve commercial energy use.
3. Utilize performance contractors and financial partners in Rangely/Meeker, Craig and Steamboat Springs.

## REGIONAL ENERGY EDUCATION PLAN

- i. Utilize the Main Street process to begin informing businesses on energy saving investments and loans for upgrades.
4. Work with local utility companies to perform commercial audits as part of their customer service program.

**Strategy E:** Educate each city and county government on the state's Greening Government program, specifically energy use and building new construction.

1. Set up a working group of sustainability representatives from each entity to discuss opportunities and discuss options for goal setting.
2. Set up educational sessions with GEO Greening Government Program Manager or other sustainability managers to help identify opportunities for cost savings.
3. Provide education and support for achieving sustainability goals.

**Strategy F:** Visit large energy consumption industrial companies in each county to discuss their energy plans.

1. Solicit good examples of dollars saved to communicate best practices to other businesses.

## Transportation

**Goal 2: Increase uses of multi-modal transportation systems and alternative fuels.**

**Strategy A:** Provide 3 educational events in 2 years to promote uses of multi-modal opportunities and use of alternative fuels for transportation.

1. Market the Steamboat Springs Transit system and the Craig Bus route with a promotional weekend commute for shopping with a round trip bus ride from Steamboat Springs to Craig and Craig to Steamboat Springs for shopping opportunities in each City.

**Strategy B:** Identify opportunities to educate and promote carpooling or other mass-transit uses at places of employment or areas of high pedestrian traffic.

1. Explore with existing transportation groups the potential of a regional carpooling website and an informal park & ride system throughout the region.

## **Waste Minimization, recycling and composting**

### **Goal 3: Educate the public on waste minimization, recycling and composting**

**Strategy A:** Research and document BEST PRACTICES in the three county areas.

1. Develop best practice media campaign.
2. Measure waste and recycling poundage or penetration and communicate results yearly.
3. Determine if curbside recycling in Moffat and Rio Blanco counties is feasible.
4. Educate on composting in areas that do not have programs.
5. Explore potential Xeriscape program at local community college or other organization.
6. Create or use existing pamphlet education for homeowners on xeriscape and water conservation.

## **All Energy Sources**

### **Goal 4: Educate homeowners and business on all energy sources and choices so that citizens can make informed decisions.**

**Strategy A:** Integrate all-energy information into education plan.

1. Develop a section of the Yampa Valley Partners website that will be a resource for people to find out about solar, biomass and other energy sources locally. This website section will include expert's contact information and contractors in the region.
2. Integrate all energy education and awareness in the regional plan literature, meetings we attend and workshops we develop. Have all energy sources covered in written format and in an educational workshop or presentation.

# Colorado Prayer Luncheon

*The Host Committee of the Colorado Prayer Luncheon  
requests the pleasure of your company at the  
24th Annual Colorado Prayer Luncheon*

*with*

*members of the Host Committee  
and state leaders in the Executive, Judicial  
and Legislative Branches  
of our government*

*Thursday, May 12, 2011*

*Special Guest: Governor John Hickenlooper*

*Keynote Speaker: Dick Foth*

*Featuring Musical Entertainment by the  
U.S. Air Force Academy Cadet Chorale*

*Guests to be seated by 11:30 a.m.*

*Korbel Ballroom, Colorado Convention Center*

*700 14th Street*

*Denver, Colorado*

*Adjournment: 1:30 p.m.*