



Town of Rangely

Town Council Packet

March 22, 2016 @ 7:00pm

Cross-Connection Control Program Q&A 6:30pm Conf. Room



1 – Agenda



Agenda

Rangely Board of Trustees (Town Council)

FRANK HUITT, MAYOR

JOSEPH NIELSEN, MAYOR PRO TEM

LISA HATCH, TRUSTEE

ANDREW SHAFFER, TRUSTEE

DAN EDDY, TRUSTEE

ANN BRADY, TRUSTEE

KRISTIN STEELE, TRUSTEE

1. Call to Order

2. Roll Call

3. Invocation

4. Pledge of Allegiance

5. Minutes of Meeting

a. Approval of the minutes of the March 9, 2016 meeting.

6. Petitions and Public Input

7. Changes to the Agenda

8. Public Hearings - 7:15pm

9. Committee/Board Meetings

10. Supervisor Reports – See Attached

a. Jeff Lebleu

b. Don Reed

c. Vince Wilzcek – Officer Recognition

11. Reports from Officers – Town Manager Update

12. New Business

a. Discussion and action to approve February Financial Summary

b. Discussion and action to approve the Chamberlin Architects, “Agreement for the Provision of Limited Architectural Service”, and Dated March 2, 2016 with completion noted as July of 2016.

13. Informational Items

*a. **Community Networking Meeting** – March 22 @ noon in the Weiss Conference Center - Community Counts is a non-profit liaison group that was established in 2007 to help the community and the energy/extractive industry have open communication Executive Director, Nita Smith will explain “What Community Counts” is and the benefit it is to the communities.*

*b. **AGNC** – Wednesday April 27th, Palisade City Council Chambers – 9:00AM to 1:30PM*

*c. **Club 20** – Spring Meeting, April 1-2, 2016 – Two Rivers Convention Center – Grand Junction, CO*

*d. **Colorado River District** – Raw Water Irrigation improvements Project - 2016*

14. Scheduled Announcements

- a. Rangely District Library regular meeting March 14, 2016 at 5:00pm.*
- b. Rangely Junior College District Board meeting is scheduled for March 14, 2016 at 12:00pm.*
- c. Western Rio Blanco Park & Recreation District meeting March 14, 2016 at 7:00pm.*
- d. Rural Fire Protection District board meeting is scheduled for March 21, 2016 at 7:00pm.*
- e. Rangely School District board meeting is scheduled for March 21, 2016 at 6:15pm.*
- f. Rio Blanco County Commissioners meeting is scheduled for March 21, 2016 at 11:00am.*
- g. Rangely Chamber of Commerce board meeting is scheduled for March 17, 2016 at 12:00pm.*
- h. Community Networking Committee meeting is scheduled for March 22, 2016 at 12:00pm.*
- i. Rio Blanco Water Conservancy District board meeting is March 30, 2016 at 7:00pm.*
- j. Rangely District Hospital board meeting is scheduled for March 31, 2016 at 6:00pm.*

15. Adjournment

5 – Minutes



Agenda

Rangely Board of Trustees (Town Council)

FRANK HUITT, MAYOR

JOSEPH NIELSEN, MAYOR PRO TEM

LISA HATCH, TRUSTEE

ANDREW SHAFFER, TRUSTEE

DAN EDDY, TRUSTEE

ANN BRADY, TRUSTEE

KRISTIN STEELE, TRUSTEE

1. **Call to Order** Meeting was called to order by Frank Huitt at 7:00 pm
2. **Roll Call** Frank Huitt, Joseph Nielsen, Andrew Shaffer and Kristin Steele present, Dan Eddy, Ann Brady and Lisa Hatch Absent
3. **Invocation** Joe Nielsen lead the invocation
4. **Pledge of Allegiance** Peter Brixius lead the pledge of allegiance
5. **Minutes of Meeting**
 - a. *Approval of the minutes of the February 9, 2016 meeting. Motion to approve the minutes of the minutes of February 9, 2016 motion made by Joe Nielsen, seconded by Kristin Steele, Andrew Shaffer abstained, motion passed*
6. **Petitions and Public Input**
7. **Changes to the Agenda** Add Executive Session after New Business item G
8. **Public Hearings - 7:15pm**
9. **Committee/Board Meetings**
 - a. *HR Committee – Review of Operator Certification Compensation & Town Manager Employment Agreement Frank Huitt explained that the Operator Certification Compensation was updated as document rather than a verbal agreement. Brad Casto asked what benefit is it to have some employees Contracted vs. at-will. Frank explained that the Town Manager is the only employee who is at cause, and usually they have some type of severance if they are terminated.*
10. **Supervisor Reports – See Attached**
11. *Vince Wilczek, Police Chief Updated the council on his report in the packet. Every offence is down. Officer Mazzella went to the traffic enforcement training for four wheelers and he came back with the certification. John is very eager to start the program down by the Parkview elementary to set up for a four hour training class for the youth of the community. Through the ATV institute they youth will be certified in both Utah and Colorado so it is really a good thing. Sergeant Polk from Moffat County attended with K9 Eco. Sergeant Polk has 15 years with K9 training and is training K9 Eco. K9 Eco will be living and working with Officer Hamblin. K9 Eco will be certified in the detection of Meth, Heroin Cocaine and Ecstasy. He will also be used as a patrol dog. Officer Hamblin would be trained in how to properly deploy and train the dog. Officer Hamblin and K9 Eco will be able to*

be certified as a team through the National Police K9 Assoc. and the Colorado Police K9 Assoc. K9 Eco is currently 9 months old and has genetics from Germany. He will be coming out of training in approx. May-June. We will also be requesting the vehicle that outfits him. Chief Wilczek stated that this has been estimated at approx. 63,000.00 which includes the K9, K9 training, vehicle and everything needed to start the program. This will be looked at and something will be drawn up as to cost and budgeting. K9 Eco and the vehicle will be the property of the Town of Rangely. If Officer Hamblin were to leave the Rangely P.D, he would have to either leave the K9 or purchase him from the Town of Rangely P.D. Vince is also hiring Rich Garner for a patrol officer for the Town of Rangely this next Monday March 14, 2016. Rich has 25 years, Roy Kinney 25 years, Vince Wilczek 25 years, Jon 10 years and Ti 10 years so we will have over 100 years of experience in the Police Department. Ti came to the Rangely Police department and wanted to work here. Ti wanted to accomplish more with the Town and he feels right now that he will be a lifer with the Rangely Police Department. Joe asked if you budgeted enough for leashes. Jeff Rector asked if eventually the Rangely Police Department would be able to train their own Dogs and start a program as well. Jeff wondered if we could use that as an economic development idea for the Town. Lisa Piering, Clerk/Treasurer Update on election. Ballots will come out next week after Monday. Four judges have been secured. Lisa Piering and two of those Judges will be attending a training in Meeker on this Thursday. The Election will be held on April 5th. Lisa will secure a date for swearing in of new members. Kristin Steele asked how judges are picked. Lisa stated that they have to have gone through judges training.

12. Reports from Officers – Town Manager Update

- a. The Town Manager presented a BLM map of roads slated for reclamation. There was considerable concern about some of the road segments and the Town Manager was asked to contact the BLM and see if they would consider a public meeting to discuss. Sales Tax numbers for January came in at \$64,000. \$20,000 was generated from a single vendor. For the first month of the year its equivalent to 2012 sales tax numbers. The county and the town are submitting a grant for the downtown directional signage and replacement of billboards that need rehab along with the Monument gateway signs. Total cost to the town will be \$10-12 thousand match. The Hillcrest waterline and a very poor section of pipe on Denver Avenue will be replaced starting on April 1. We are moving Teresa Lang from the Shelter to office Assistant and front office participation. She will start on Monday. We are reducing hours at the shelter. Senator Baumgardner is going to attend the CNCC foundation dinner on April 9th. We continue to test potability of water out to Chevron USA and along with Chevron replacing a section of pipe we are already seeing better results at the Chevron offices. We have some reseeding to do on the Hwy 64 waterline project this spring and on La Mesa from last years activity. Michal Dillion has started with the Cross Connection Control surveys. Brad Casto asked why we have to install the backflow immediately or can we wait until 2020. Tracy asked if the property owners have to pay for the installation immediately. Brad was under the understanding that he didn't have to do it until 2020. Frank commented that is the state making a determination. Joe stated how far we are behind, we don't have any control over the situation. Peter stated that usually the CCC device is placed closest to the Meter, it is usually on the customer side of the

water line connection. You will have an annual requirement to have it tested by a certified plumber and then will be monitored by the Town of Rangely. Jeff stated that he has never been sick. Jeff feels that we need to push back at the state of Colorado because of the expense involved. At some point we have to stand up to the state that we don't need to do this. Frank stated that he agrees, but he feels that we have our back against the wall. If the state comes in and says they are going to fine the Town what option do we have. Tracy asked if the Town could use RDA/RDC money's to fund for backflow prevention for the devices. They asked for a copy of the state statues and what they have said to follow up on the requirements. Andy Shaffer said that if we do need to help the businesses around Town. Jeff Rector said that at some point in our lives we have to be responsible for our own actions. We can have people come back and sue the town for the water coming back into the drinkable water. Andy Shaffer said that we need to have a meeting to discuss this. They asked if it is going to be required for all businesses and residents at some point. Brad thinks we need to protest to the State and try to stop the stipulations.

13. New Business

- a. *Discussion and action to approve a contribution to Rangely High School for Rowdy Worm which is an after Prom party at the high school. This provides a safe environment with activities for the kids. They are currently 1,000.00 short for this activity. Motion to approve the contribution of \$750 to the Rangely High School Rowdy Worm made by Kristin Steele, seconded by Joe Nielsen, motion passed. Sara Conner and Katelyn Brown were here to present what Rowdy worm is about and what the funds will be used for. Kristin Steele asked that all of the money contributed from the town will be spent locally as well. Kristin will call and ask if they would like to purchase some of the Chamber Bucks. Frank asked if the Rowdy Worm is drug and alcohol free. Sara stated that it is and that they must take a breathalyzer test upon entering and that if they leave they are not allowed to re enter. He also asked if they could do fundraisers. Sara stated that they would have to find out what they are allowed to do.*
- b. *Discussion and action to approve the Audit proposal from Colorado CPA Services for the Audit for 2015 not to exceed \$11,990. Motion to approve the 2015 audit proposal from Colorado CPA Services In the amount of \$11,990 or \$16,000 if a single audit is required made by Andrew Shaffer, seconded by Kristin Steele, motion passed*
- c. *Discussion and action to approve the January 2016 financial summary. Motion to approve the January 2016 financial summary made by Joe Nielsen, seconded by Andrew Shaffer, motion passed*
- d. *Discussion and action to approve the February 2016 check register. Motion to approve the February 2016 check register made by Kristin Steele, seconded by Joe Nielsen, motion passed*
- e. *Discussion and action to approve the Liquor License renewal for Willis Rangely Enterprises LLC DBA Rangely Liquor Store. Motion to approve the Liquor License renewal for Rangely Liquor Store made by Andrew Shaffer, seconded by Kristin Steele, motion passed*

- f. *Discussion and action to approve the Liquor License renewal for Mini Mart DBA Loaf n Jug. Motion to approve the Liquor License renewal for Loaf n Jug made by Andrew Shaffer, seconded by Kristin Steele, motion passed*
- g. *Discussion and action to approve the Special Event Permit for the CNCC Foundation Dinner April 9, 2016 Motion to approve the Special Event Permit for the CNCC Foundation Dinner made by Kristin Steele, seconded by Andrew Shaffer, motion passed*

EXECUTIVE SESSION – Motion to go into executive session made by Andrew Shaffer, seconded by Joe Nielsen Seconded, motion passed Council went into executive session at 8:04 pm March 8, 2016

Frank Huitt said the time is now 8:42 p.m., and the executive session has been concluded. The participants in the executive session were: Frank Huitt, Joseph Neilsen, Kristin Steele, Lisa Piering, Peter Brixius, Andrew Shaffer

For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record. Seeing none, the next agenda item is item H.

- h. *Discussion and action to approve the Town Manager Employment Agreement. Frank Huitt announced that the the Town Manager Employment Agreement would be tabled.*
- i. *Discussion and action to approve the submission of an AGNC Mini-Grant Application for Directional Signage in the amount of \$10,000 with an equal match to be derived from either the Community Development Fund or the RDA/RDC. The same grant application is also being submitted by RBC for the same amounts of funding in order to complete the project. (\$10,000 Grant application with an equal match amount) Beth asked if we have decided how the signs will look, this is just to submit for the grant. Motion to approve the amount the grant application to AGNC and move forward with the RFP and expend the 10,000 by Joe Nielsen, second by Kristin Steele, motion passed. Andy Shaffer asked if we have any mockups about what the signs could be and will have some examples*
- j. *Discussion and action to provide a letter of support for the Rangely Chamber of Commerce to apply for affiliate membership to the Colorado Main Street program. Motion to approve support of the Rangely Chamber of Commerce to apply for affiliate membership to the Colorado Main Street Program made by Andrew Shaffer, seconded by Joe Nielsen, motion passed Kristin Steele abstained Kristin presented the Chambers program*
- k. *Discussion and action to ratify phone poll for a donation to Kickstarter to Open the Tank in the amount of \$500.00 Motion to ratify the phone poll to donate to the Open the Tank Kickstarter drive made by Joe Nielsen, seconded by Kristin Steele, motion passed*

14. Informational Items

- a. *Overton Recycling Inc. – Establishment of recycling services Joe Nielsen wanted to know what Overton Recycling plans are. They will probably set up a recycle program with a business in Town, Kristin asked*

when the program will start. Frank Huitt's only concern was if residents would start dumping trash in the bins. He wants to set up cardboard, aluminum and plastic.

b. Lower White River Pest Control District

15. Scheduled Announcements

- a. Rangely District Library regular meeting March 14, 2016 at 5:00pm.
- b. Rangely Junior College District Board meeting is scheduled for March 14, 2016 at 12:00pm.
- c. Western Rio Blanco Park & Recreation District meeting March 14, 2016 at 7:00pm.
- d. Rural Fire Protection District board meeting is scheduled for March 21, 2016 at 7:00pm.
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- f. Rio Blanco County Commissioners meeting is scheduled for March 21, 2016 at 11:00am.
- g. Rangely Chamber of Commerce board meeting is scheduled for March 17, 2016 at 12:00pm.
- h. Community Networking Committee meeting is scheduled for March 22, 2016 at 12:00pm.
- i. Rio Blanco Water Conservancy District board meeting is March 30, 2016 at 7:00pm.
- j. Rangely District Hospital board meeting is scheduled for March 31, 2016 at 6:00pm.

16. Adjournment

The next meeting will be March 22, 2016. Trey Robie asked that why on the BLM roads that they want to reclaim what is the purpose? BLM stated that most of the roads are being closed due to P&A of wells for which the roads were built. Peter said that he has stated the golf course road reclamation is on land that is currently leased by the Town. Trey Robie and Tracy Hayes stated that they feel we should protest all closures. Frank thinks possibly we should set up a petition that people should sign around town. Andrew Shaffer states that when they plug a well that they want reclaimed they are just giving the Town courtesy notices. The Town will move forward with some type of letter or petition or establish a public meeting or both. We need to send directly to the BLM manager so that they get the message of our concerns. Frank asked if they gave any time frame of when they will be completing this reclamation. The White Face Butte road will be 2 years out. The shorter segments near town were to happen this year.

Meeting adjourned at 9:00 p.m.

ATTEST:

RANGELY TOWN COUNCIL

Lisa Piering, Clerk/Treasurer

Frank Huitt, Mayor

8 – Public Hearings

9 – Committee/Board Meetings

10 – Supervisor Reports

11 – Reports from Officers

From: Alesha Frederick [<mailto:afrederick@crwcd.org>]
Sent: Thursday, March 17, 2016 2:12 PM
To: Jocelyn Mullen <jmullen@rangelyco.gov>
Cc: Dave Kanzer <dkanzer@crwcd.org>
Subject: 2016 Grant Application - Town of Rangely

Thank you for your 2016 Colorado River District Water Project Grant Program Application. We are pleased to inform you that your project has been recommended for funding by both the staff review committee and the Executive Committee of the Colorado River District's Board of Directors. The Executive Committee will be recommending to the full Board of Directors that your project receive funding at their regularly scheduled quarterly meeting in April. You will be notified by electronic mail of the Board's final decision at that time.

The funding recommendation was a very difficult decision. During the open application period, the River District received 35 qualifying requests for almost \$ 1.2 million for a wide range of projects with total project costs between \$10,200 and \$1.43 million. The total of the grant requests is almost 8 times the amount of money appropriated (\$150,000) and available.

You are invited to attend the Board meeting should you want to address the Board regarding your application and our grant program. The meeting is scheduled for April 19th, 2016 at the Hotel Denver. The agenda has not yet been set for the meeting but grants will be discussed after 1:00 p.m. If you would like to address the Board, please send me an e-mail or give me a call so that sufficient time may be allotted. The agenda for this meeting should be finalized and available on our web site (ColoradoRiverDistrict.org) several days before the meeting.

Thank you again for your participation in our Water Project Grant Program. We look forward to your project being a success!

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Alesha Frederick | Business Support Specialist
afrederick@crwcd.org | www.ColoradoRiverDistrict.org
T: 970.945.8522, ext. 210 | F: 970.945.8799



12 – New Business

Income Statement

Town of Rangely

Month Ending February 2016

GENERAL FUND Revenue	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Revenue	Budget 2016	% of Budget Expended
Taxes	\$192,221	63%	\$1,530,500	12.56%
Licenses and Permits	\$4,173	1%	\$13,000	32.10%
Intergovernmental Revenue	\$38,804	13%	\$1,913,500	2.03%
Charges for Services	\$49,167	16%	\$385,229	12.76%
Miscellaneous Revenue	\$21,865	7%	\$182,870	11.96%
Total General Revenue	\$306,229	100%	\$4,025,099	7.61%
GENERAL FUND Operating Expenses	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Expenses	Budget 2016	% of Budget Expended
Town Council	\$6,200	2%	\$50,765	12.21%
Court	\$3,368	1%	\$26,291	12.81%
Administration	\$41,086	10%	\$292,428	14.05%
Finance	\$31,558	8%	\$241,399	13.07%
Building & Grounds	\$34,060	9%	\$474,183	7.18%
Economic Development	\$53,001	13%	\$255,204	20.77%
Police Department	\$115,314	29%	\$923,464	12.49%
Animal Shelter	\$15,814	4%	\$85,200	18.56%
Public Works	\$64,579	16%	\$480,773	13.43%
Foundation Trans. & Non Depart. Transfer	\$33,093	8%	\$713,229	4.64%
Total Capital Improvements	\$8	0%	\$1,280,000	0.00%
Total selling expenses	\$398,082	100%	\$4,822,936	8.25%
Net Revenue over Expenditures	(\$91,853)	100%	(\$797,837)	11.51%
WATER FUND Revenue	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Revenue	Budget 2016	% of Budget Expended
Water Revenue	\$284,685	100%	\$2,155,182	13.21%
WATER FUND Operating Expenses	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Expense	Budget 2016	% of Budget Expended
Water Supply	\$52,470	60%	\$428,896	12.23%
Water Supply Capital Expense	\$11,533	13%	\$1,134,000	1.02%
Water Fund Dept. Transfers and Conting.	\$10,000	11%	\$296,510	3.37%
PW - Transportation & Distribution	\$9,306	11%	\$132,425	7.03%
PW - Transportation & Distrib. Capital Exp	\$2,459	3%	\$275,000	0.89%
Raw Water	\$2,276	3%	\$44,858	5.07%
Raw Water Capital Expense	\$0	0%	\$10,000	0.00%
Total selling expenses	\$88,044	100%	\$2,321,689	3.79%
Net Revenue over Expenditures	\$196,641	100%	(\$166,507)	-118.10%
GAS FUND Revenue	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Revenue	Budget 2016	% of Budget Expended
Gas Revenue	\$419,854	100%	\$1,304,365	32.19%
GAS FUND Operating Expenses	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Expense	Budget 2016	% of Budget Expended
Gas Expenses	\$236,303	88%	\$1,046,437	22.58%
Gas Capital Expense	\$2,571	1%	\$72,000	3.57%
Total Transfers	\$29,167	11%	\$175,000	16.67%
Total Selling Expenses	\$268,041	100%	\$1,293,437	20.72%
Net Revenue over Expenditures	\$151,814	100%	\$10,928	1389.22%
Wastewater FUND Revenue	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Revenue	Budget 2016	% of Budget Expended
Wastewater Revenue	\$58,561	100%	\$431,227	13.58%
Wastewater FUND Oper Expenses	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Expense	Budget 2016	% of Budget Expended
Wastewater Expenses	\$42,223	81%	\$239,076	17.66%
Wastewater Capital Expense	\$0	0%	\$50,000	0.00%
Total Transfers	\$10,000	19%	\$60,000	16.67%
General Fund Loan	\$0	0%	\$26,447	0.00%
Total Selling Expenses	\$52,223	100%	\$375,523	13.91%
Net Revenue over Expenditures	\$6,338	100%	\$55,704	11.38%

Town of Rangely

Month Ending February 2016

Rangely Housing Auth Revenue	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Revenue	Budget 2016	% of Budget Expended
Rangely Housing Auth Revenue	\$32,406	100%	\$278,380	11.64%
Rangely Housing Auth Oper Expenses	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Expense	Budget 2016	% of Budget Expended
Rangely Housing Auth Expenses	\$21,902	100%	\$165,652	13.22%
Housing Authority Capital Expense	\$0	0%	\$35,500	0.00%
Transfers	\$0	0%	\$71,000	0.00%
Total Expense	\$21,902	100%	\$272,152	8.05%
Net Revenue over Expenditures	\$10,504	100%	\$6,228	168.65%
Fund for Public Giving Revenue	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Revenue	Budget 2016	% of Budget Expended
Fund for Public Giving Revenue	\$467	100%	\$2,000	23.34%
Fund for Public Giving Oper Expenses	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Expense	Budget 2016	% of Budget Expended
Fund for Public Giving Expenses	\$0	100%	\$2,000	0.00%
Net Revenue over Expenditures	\$467	100%	\$0	#DIV/0!
Economic Development Revenue	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Revenue	Budget 2016	% of Budget Expended
RDA Revenues	\$10,438	100%	\$90,100	11.59%
Economic Development Oper Expenses	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Expense	Budget 2016	% of Budget Expended
RDA Expenses	\$14,520	100%	\$89,200	16.28%
Net Revenue over Expenditures	(\$4,081)	100%	\$900	-453.47%
Conservation Trust Revenue	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Revenue	Budget 2016	% of Budget Expended
Conservation Trust Revenue (Grant \$136K)	\$56	100%	\$12,500	0.45%
Conservation Trust Oper Expenses	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Expense	Budget 2016	% of Budget Expended
Conservation Trust Expenses	\$0	100%	\$10,000	0.00%
Net Revenue over Expenditures	\$56	100%	\$2,500	2.23%
Housing Assistance Revenue	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Revenue	Budget 2016	% of Budget Expended
Housing Assistance Revenue	\$281	100%	\$26,000	1.08%
Housing Assistance Oper Expenses	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Expense	Budget 2016	% of Budget Expended
Housing Assistance Expenses	\$0	100%	\$6,500	0.00%
Net Revenue over Expenditures	\$281	100%	\$19,500	1.44%
Rangely Develop Corp Revenue	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Revenue	Budget 2016	% of Budget Expended
Rangely Develop Corp Revenue	\$16	100%	\$4,000	0.41%
Rangely Develop Corp Expenses	YTD ACTUAL		2016 BUDGET	
	YTD Amount	% of Expense	Budget 2016	% of Budget Expended
Rangely Develop Corp Expenses	\$0	100%	\$3,000	0.00%
Net Revenue over Expenditures	\$16	100%	\$1,000	1.62%

C H A M B E R L I N
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A R C H I T E C T S

An Agreement for the Provision of Limited Architectural Services

Client: Town of Rangely
209 East Main Street
Rangely, CO 81648

Architect's Project No. 1516.01

Project Name/Location/ Rangely Town Hall Renovation
209 East Main Street
Rangely, CO 81648

Project Description: See attached letter dated March 2, 2016.

Scope of Services: See attached letter dated March 2, 2016.

Fee Arrangement: \$68,000.00 fixed fee including architecture, FF&E, mechanical and electrical engineering.

Reimbursable Expenses: Reimbursable expenses such as mileage, meals, and printing will be billed at cost x 1.10.

Retainer Amount: \$ -0-

Terms and Conditions (attached) are included in this agreement.

Offered By:

03/02/16

Signature

Date

Signature

Date

Daniel Gartner, AIA

Peter Brixius, Town Manager

Printed Name/Title

Printed Name/Title

Chamberlin Architects, P.C.

Town of Rangely

Firm Name

Name of Client

· A P R O F E S S I O N A L C O R P O R A T I O N ·

437 MAIN STREET
GRAND JUNCTION, COLORADO 81501-2511
TELEPHONE (970) 242-6804
FAX (970) 245-4303
WEBPAGE www.chamberlinarchitects.com

TERMS AND CONDITIONS

Chamberlin Architects, P.C. (Architect) shall perform the services outlined in this agreement for the stated fee arrangement.

Access to Site:

Unless otherwise stated, the Architect will have access to the site for activities necessary for the performance of the services. The Architect will take precautions to minimize damage due to these activities, but has not included in the fee the cost of restoration of any resulting damage.

Standard of Care:

In providing services under this Agreement, the Architect shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality.

Dispute Resolution:

Any claims or disputes made during design, construction or post-construction between the Client and Architect shall be submitted to non-binding mediation. Client and Architect agree to include a similar mediation agreement with all contractors, subcontractors, sub-consultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties. In the event that mediation does not resolve the dispute, for claims less than \$30,000, the parties agree to submit their dispute to binding arbitration before a licensed and practicing professional architect. For claims in excess of \$30,000, the parties agree to submit their dispute to binding arbitration before a three-person panel of licensed and practicing professional architects.

Billings/Payments:

Invoices for the Architect's services shall be submitted, at the Architect's option, either upon completion of such services or on a monthly basis. Invoices shall be payable within 30 days after the invoice date. If the invoice is not paid within 30 days, the Architect may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice.

Late Payments:

Accounts unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.0% (or the legal rate) on the then unpaid balance. In the event any portion or all of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

Indemnification:

The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Architect, its officers, directors, employees and sub-consultants against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Client's negligent acts in connection with the Project and the acts of its contractors, subcontractors or consultants or anyone for whom the Client is legally liable.

Certifications:

Guarantees and Warranties: The Architect shall not be required to execute any document that would result in its certifying, guaranteeing or warranting the existence of conditions whose existence the Architect cannot ascertain.

Fiduciary Responsibility:

Client confirms that neither the Architect nor any of his sub-consultants or subcontractors has offered any fiduciary service to Client and no fiduciary responsibility shall be owed to Client by the Architect nor any of his sub-consultants or subcontractors, as a consequence of the Architect entering into this Agreement with Client.

Limitation of Liability:

In recognition of the relative risks and benefits of the Project to both the Client and the Architect, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of the Architect and Architect's officers, directors, partners, employees, shareholders, owners and sub-consultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of the Architect and Architect's officers, directors, partners, employees, shareholders, owners and sub-consultants shall not exceed \$30,000, or the Architect's total fee for services rendered on this Project, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

Consequential Damages:

Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the Client nor the Architect, their respective officers, directors, partners, employees, contractors or sub-consultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation and any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the Client and the Architect shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

Corporate Protection:

It is intended by the parties to this Agreement that the Architect's services in connection with the Project shall not subject the Architect's individual employees, officers or directors to any personal legal exposure for the risks associated with this Project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against the Architect, a Colorado corporation, and not against any of the Architect's individual employees, officers or directors.

Third-Party Beneficiaries:

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Architect. The Architect's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Architect because of this Agreement or the performance or nonperformance of services hereunder. The Client and Architect agree to require a similar provision in all contracts with contractors, subcontractors, sub-consultants, vendors and other entities involved in this Project to carry out the intent of this provision.

Terminations of Services:

This agreement may be terminated by the Client or the Architect should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay the Architect for all services rendered to the date of termination and all reimbursable expenses.

Ownership of Documents:

All documents, whether printed or electronic, produced by the Architect under this agreement shall remain the property of the Architect and may not be used by the Client for any endeavor other than the Project without the written consent of the Architect. The Owner may retain copies, including reproducible copies, for information and reference in connection with the Owner's use and occupancy of the Project.

Unauthorized Changes:

In the event the Client, the Client's contractors or subcontractors, or anyone for whom the Client is legally liable makes or permits to be made any changes to any reports, plans specifications or other construction documents prepared by the Architect and his or her sub-consultants without obtaining the Architect's prior written consent, the Client shall assume full responsibility for the results of such changes. Therefore the Client agrees to waive any claim against the Architect and to release the Architect from any liability arising directly or indirectly from such changes.

In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Architect, his or her officers, directors, employees, agents and sub-consultants from and against all damage, liability or cost, including reasonable attorney's fees and defense costs, arising from such changes.

In addition, the Client agrees to include in any contracts for construction appropriate language that prohibits the Contractor or any subcontractors of any tier from making any changes or modifications to the Architect's construction documents without the prior written approval of the Architect and that further requires the Contractor to indemnify both the Architect and the Client from any liability or cost arising from such changes made without such proper authorization.

Jobsite Conditions

Neither the professional activities of the Architect, nor the presence of the Architect nor its employees and subconsultants at a construction site, shall relieve the General Contractor, Client or any other entity of their obligations, duties and responsibilities. These include, but are not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the Work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. Neither the Architect nor its personnel shall have any authority to exercise any control over any construction contractor or other entity nor their employees in connection with their work or any health or safety precautions. The Client agrees that the General Contractor is solely responsible for jobsite safety and jobsite conditions. The Architect's provision of services shall not relieve others of any responsibility to perform according to their contract or applicable standards or specifications. The Architect is not acting as the Owner's Representative unless such a service is specifically contracted and paid for separately and apart from the services contracted herein.

Design Without Construction Administration:

It is understood and agreed that the Architect's services under this Agreement do not include project observation or review of the contractor's performance or any other construction phase services, and that such services will be provided for by the Client. The Client assumes all responsibility for interpretation of the Contract Documents and for construction observation, and the Client waives any claims against the Architect that may be in any way connected thereto.

In addition, the Client agrees, to the fullest extent permitted by law to indemnify and hold harmless the Architect, its officers, directors, employees and subconsultants against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising out of or in any way connected with the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of the Consultant.

If the Client requests in writing that the Architect provide any specific construction phase services and if the Architect agrees in writing to provide such services, then they shall be compensated for as Additional Services.

C H A M B E R L I N
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A R C H I T E C T S

March 2, 2016

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

RE: Rangely Town Hall Renovation
Architectural/Engineering Fee Proposal

Dear Peter,

Chamberlin Architects is pleased to submit this proposal to provide architectural and mechanical/electrical engineering services to renovate the Rangely Town Hall.

DESCRIPTION OF THE PROJECT:

The project will be as described in the Schematic Design Report dated June 15, 2015 produced by Chamberlin Architects for the County and Court portions only. The Town portion is not included in this project at this time. The County Scope is further defined by the June 15, 2015 Opinion of Probable Costs with a total estimated Project Cost of \$445,364 and the Court Scope is further defined by the June 15, 2015 Opinion of Probable Costs with a total estimated Project Cost of \$836,846.

SCOPE OF SERVICES:

3 DESIGN DEVELOPMENT (A/E Fee: \$32,000)

Design Development consists of the production of drawings and other documents necessary to fix and describe the size and character of the entire project, including the mechanical and electrical systems, distribution, and materials. Draft specifications will be prepared to identify selected materials and systems. By the end of Design Development, all design decisions should be made. The critical moment of this phase comes at the end when the more detailed drawings and specifications are used to create a Design Development-level cost estimate. If there has been scope creep and the costs have exceeded the budget, this is when we will dial back the extent of the remodel to get back within the budget.

Specific tasks of this Phase will include:

- 3-A Produce a more developed set of drawings and specifications.
 - Site drawing for new fire water line
 - Demolition plans
 - Floor Plans

· A P R O F E S S I O N A L C O R P O R A T I O N ·

437 MAIN STREET
GRAND JUNCTION, COLORADO 81501-2511
TELEPHONE (970) 242-6804
FAX (970) 245-4303
www.chamberlinarchitects.com

- Ceiling Plans
 - Life Safety Plans
 - Interior Elevations
 - Exterior Elevation at new south side County door
 - Schedules – Doors, Finishes, Wall Types
 - Mechanical and electrical drawings
 - Draft specifications
- 3-B Research and select material finishes and submit to the Town for approval.
- Finish board concepts will be presented to the Town/Tenants for review and comment.
 - Provide a revised finish board, if required, to Town/Tenant team for approval.
- 3-C Meet with the Town and Tenants to understand detailed requirements, coordinate IT/AV, MEP systems, budgets, FF&E, etc. and review design.
- 3-D Discuss and establish a schedule for identifying the work that will be completed by Town personnel. Break out separate drawings for the Town that will not be bid out to contractors.
- 3-E Develop a detailed, Design Development-level cost estimate, including quantity take-offs.
- 3-F Check drawings, specs, and cost estimate for coordination between disciplines and submit to Town, County and Courts for review.
- 3-G Review the Design Development documents and updated costs with the Town and Tenants for approval to proceed to Construction Documents Phase.

4 CONSTRUCTION DOCUMENTS (A/E Fee: \$28,000)

Based on the Design Development documents that were approved in the previous Phase, we will proceed into the Construction Documents Phase. Construction Documents consists of the production of all necessary details that finalize the drawings and specifications, including the mechanical and electrical systems. By the end of Construction Documents, drawings and specifications should be readily understood by other groups concerned with them, namely contractors, material suppliers, fabricators, governing code and inspection agencies.

Specific tasks of this Phase will include:

- 4-A Finalize drawings and specifications to reflect the input of the Town and the Tenants. Research, design and identify materials and techniques in the production of the construction details.
- Site drawing for new fire water line
 - Demolition plans
 - Floor Plans
 - Ceiling Plans
 - Life Safety Plans
 - Interior Elevations
 - Exterior Elevation at new south side County door
 - Details of all project components
 - Schedules – Doors, Finishes, Wall Types
 - Final specifications

- 4-B Conduct a Final Quality Control Review
- The Architectural Project Manager will be responsible for the technical quality of all documents and for coordination of all disciplines.
- 4-C Prepare, collate and deliver 100% final Bid Documents
- Provide Bid Documents to Town for bidding

5 BIDDING / NEGOTIATION (Hourly, as-needed)

Given that we have been told that the Town of Rangely will be acting as the General Contractor for the project, there may not be much that is needed from the Design Team during the Bidding and Negotiation Phase. We can be available to provide as-needed services during this phase at our current hourly rates.

Specific tasks of this Phase may include:

- Clarify the documents if requested
- Review substitution requests
- Prepare Addenda documenting changes during the Bidding Phase

6 CONSTRUCTION (Hourly, as-needed)

Again, given that we have been told that the Town of Rangely will be acting as the General Contractor for the project, there may not be much that is needed from the Design Team during the Construction Phase. We can be available to provide as-needed services during this phase at our current hourly rates.

Specific tasks of this Phase may include:

- Prepare and issue Proposal Requests and Change Orders due to hidden conditions or other changes.
- Provide Construction Observations of the work in progress.
- Respond to Requests for Information from the Contractors.
- Review Submittals & Test Reports
 - We typically review & approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data & Samples and Test Reports.
- Certify Pay Requests, often required for the grant funding
- Review Close-out Documents
- Substantial and/or Final Completion Inspections
 - Inspections to check conformance of the work with the requirements of the Contract Documents and to verify the accuracy and completeness of the work. If we will need to provide a certification to the State, we may need to provide additional inspections.

7 FIXTURES, FURNITURE AND EQUIPMENT (FF&E) (Fee: \$8,000)

Moveable Fixtures, Furniture & Equipment (FF&E) design services will include design, bidding, and construction phase services for the County and Court FF&E items identified in the Budget Worksheet dated 6/1/15 and as clarified below.

Specific tasks will include:

- Determine what existing furniture can be reused.
- Determine what new furnishings will be needed.
- Evaluate the size, configuration, and privacy that each space needs based on the current set up and discussion with the Tenant.
- Generate a schematic layout using both new and existing furniture.
- Provide the Town and Tenants with Design Documents and Specifications for review and comment.
- Issue a Bid Set to 2-3 suppliers.
- Answer questions during the bidding process and review substitution requests from suppliers.
- Recommend a supplier for award of the FF&E contract.
- Review submittals.
- Provide one (1) installation observation and Punch List.

Any services not specifically identified above are not included in our scope.

CLARIFICATIONS/ASSUMPTIONS:

- This phase of the project is for the remodel of the County area (1,825 sf) and the Court area (3,000 sf) only (the brown and yellow areas of the floor plan in the SD Report).
- The only exterior work is 1) add the new door at the south end of the County's corridor; and 2) add a new fire water line for the new sprinkler system. The Town will provide survey location of the existing water main. A new fire riser assembly will be located in the existing mechanical room (if it will fit). We expect to relocate the existing 2" domestic water line and add a backflow preventer in the same place.
- In general, the plan for the sprinkler system is to size it for the whole building, but only install it in the areas remodeled in this phase (County and Court areas). The main line will be capped above ceiling to feed the remainder of the building when that future phase occurs.
- In general, the plan for the fire alarm system is to replace the entire system, size the new system for whole building, but only install it in the areas remodeled in this phase (County and Court areas). Like the sprinklers, this will be extended to the remainder of the building in a later phase.
- We will specify the contractor to provide a commissioning report to verify the controls are working properly after the remodel, including both existing and remodeled areas.
- We expect to leave the existing thru-the-wall cooling units for the IT rooms as is.
- Neither a new generator nor new security cameras are included in our scope. Wiring and boxes for cameras at locations identified by the Town are part of our scope. The devices themselves are not.

SCHEDULE:

We expect that this scope of work will be completed by July 2016, except for the review of FF&E submittals and installation. Owner delays extending this schedule may be cause for additional compensation if it causes us additional work.

FEES:

Design Development	\$32,000.00
Construction Documents	\$28,000.00
<u>FF&E Services</u>	<u>\$ 8,000.00</u>
Total	\$68,000.00

The fees above do not include reimbursable expenses for things like printing, mileage, meals, etc. which will be billed at a rate of 1.10 x actual costs (receipts will be provided).

If this proposal meets with your approval, please sign the attached Agreement for Limited Architectural Services.

Sincerely,



Daniel Gartner, AIA, LEED AP, President
CHAMBERLIN ARCHITECTS, P.C.

13 – Informational Items

Community Networking Group

The next Networking meeting will be on Tuesday, March 22, 2016 at 12 noon-1:30 p.m. in the Weiss Conference Room. Community Counts is a non-profit liaison group that was established in 2007 to help the community and the energy/extractive industry have open communication – Executive Director, Nita Smith will explain “What Community Counts” is and the benefit it is to the communities. There will also be a Question and Answer opportunity for the Community Networking Group participants.

**PIZZA, SALAD & DESSERT WILL BE SERVED!
Please RSVP to Becky Dubbert by
Monday, March 21, 2016**



MEMO

TO: Community Networking Group
RE: Tuesday, March 22, 2016 12 noon to 1:30 pm Weiss Conference Room
SPEAKER: Community Counts is a non-profit liaison group that was established in 2007 to help the community and the energy/extractive industry have open communication – Executive Director, Nita Smith will explain “What Community Counts” is and the benefit it is to the communities. There will also be a Question and Answer opportunity for the Community Networking Group participants.

AGENDA

1. Russell George and Peggy Rector
Networking Group Co-chairs
2. Patrick Swonger
Affiniti
3. Sam Tolley, Manager
Alliance Energy
4. Kent Walter, Field Manager
BLM White River Field Office
5. Mark McGowan
Brainstorm Internet
6. David Morton
CNCC Adjunct Instructor
7. Naomi LeGere
Colorado Fiber Community
8. Mark Foust, Superintendent
Dinosaur National Monument (National Park Service Update)
9. Beth Robinson, Artist
Elizabeth Robinson Studio
10. Sean McMahon, Editor
Herald Times
11. Robert Amick
Meeker Arts and Cultural Council
12. Stephanie Kobald, Executive Director
Meeker Chamber of Commerce
13. Reed Kelley, Cattle Rancher
Meeker Colorado
14. Joe Livingston
Meeker White River TalkAbout - "Connecting Ideas and People"
15. Brad Casto, Board Chair
Moon Lake Electric
16. Bob Kissling
Moon Lake Electric
17. Kristin Steele, Director
Rangely Chamber of Commerce

18. Steve Petersburg, Board Chair
Rangely District Hospital
19. Nick Goshe, CEO
Rangely District Hospital
20. Ken Parsons, Member
Rangely Junior College District
21. Vince Wilczek, Chief
Rangely Police Department
22. Frank Huitt, Mayor
Rangely Town Council
23. Lisa Hatch, Trustee
Rangely Town Council
24. Peter Brixius
Rangely Town Manager
25. Matt Scoggins
RE-4 School Superintendent
26. Renae T. Neilson
Rio Blanco County Assessor
27. Anthony Mazzola, Sheriff
Rio Blanco County
28. Kaitlyn Cook, Economic Development Coordinator
Rio Blanco County
29. Blake Mobley, IT Director
Rio Blanco County
30. Jeff Eskelson/Shawn Bolton/John Hill
Rio Blanco County Commissioners
31. Alden Vanden Brink
Rio Blanco Water Conservancy District
32. Lane G. Earl
Stata Networks
33. Tim Webber
Western Rio Blanco Metropolitan Recreation and Park District
34. Alan J. Michalewicz, General Manager
White River Electric
35. Dick Welle, Retired General Manager
White River Electric

The next Community Networking Group meeting will be on **Tuesday, April 26, 2016** at 12 noon to 1:30 pm in the Weiss Conference Room. Speaker will be **Mr. John Stulp with the Colorado Water Conservation Board** acting as the Director of Compact Negotiations, Special Policy advisor to the Governor on Water, and Chair of the Inter Basin Compact Committee.

GOOD NEIGHBOR PLEDGE

Community Counts Colorado was originally formed in 2007 to create timely and consistent communication pathways between natural gas and oil producers, their contractors, and the communities where natural gas and oil resources are developed. Together, Community Counts, its members, and supporters work to strengthen community relationships, increase public understanding, and facilitate open dialogue on issues relative to the energy industry and the communities where they operate.

In addition to providing a communication bridge from energy producers to the community, Community Counts Colorado also defines what it means to be a good neighbor in the energy industry. As natural gas and oil producers, full compliance with laws and regulations that ensure safe operations is an essential element to being a good neighbor, and Community Counts' members take that responsibility seriously.

Community Counts' energy industry members sign a Good Neighbor Pledge to demonstrate their commitment to being responsible and respectful natural gas and oil producers, and many are now sponsoring their field personnel to attend Good Neighbor Certification training. This training requires a time and monetary commitment that raises field personnel awareness about Community Counts and how our response line works, and discusses typical complaints we get and ideas to mitigate impacts.

Community Counts encourages its members and supporters to provide feedback on performance and progress as we all strive to be better neighbors. If you see activity that doesn't reflect the Good Neighbor Pledge, please call the Community Counts Response Line, and your concern will be handled in a timely manner. As we work to be better neighbors, the Response Line is also available for compliments on a job well done. Whether it's a complaint, or a kudo - we'd like to hear from you.

24 - Hour Response Line: (866) 442-9034



WE PLEDGE

Together we partner to strengthen relationships, increase understanding, and participate in open discussions about important issues relative to natural gas and oil production in our area.



We are committed to:

- protect public safety and the environment
- respect private property rights and each other
- seek, innovate, and adopt best practices
- advance appropriate technology
- responsibly develop natural gas and oil

We believe that good neighbors respond to each other's needs, communicate with candor and goodwill, work to educate themselves and others, and support a balance between social, economic, and environmental concerns.

As natural gas and oil producers, we further pledge to work in a respectful, collaborative manner with public officials, agencies, businesses, and citizens, and to be responsive to the communities impacted by our operations.

GOOD NEIGHBOR INITIATIVES

- **Listening to landowners and other stakeholders and responding appropriately.**
- **While on the job, our industry personnel must:**
 - respect property and rights of way
 - protect livestock and wildlife
 - drive safely and responsibly on public and private roads
 - report damage to public or private property right away, whether we are responsible or not
 - routinely inspect production systems to ensure mechanical integrity
 - ensure that all field personnel understand rules and regulations that apply to natural gas and oil production operations
- **As natural gas and oil production operators and contractors, we will respect property rights at all times and promise to:**
 - minimize surface disturbances as much as possible
 - reclaim and restore ground areas disrupted by our activities as required by law, and according to best practices
 - practice responsible housekeeping at all times
- **We recognize that the roadways vital to our operations are also used by our community neighbors. We will actively promote the responsible use and maintenance of these roads, and encourage alternate routes whenever possible. We promise to:**
 - drive only on roads or established rights-of-way
 - observe speed limits on public roads and highways
 - operate vehicles at speeds appropriate for the road conditions
 - promptly report damage to roads and rights-of-way even if the damage was not caused by our activities
- **As energy producers, we must always protect the environment and promise to:**
 - comply with environmental laws and regulations that apply to our industry
 - properly maintain equipment and ensure system integrity
 - apply best management practices to all aspects of our business, but especially to those with potential environmental impact
- **As responsible neighbors, we promise to ensure our personnel are qualified and prepared to address fellow neighbors' concerns regarding:**
 - groundwater safety
 - surface water quality
 - air quality
 - wildlife and livestock protection
 - work site housekeeping
 - noise
 - surface disturbance and reclamation
 - noxious weeds and brush
 - traffic
 - dust and odors



GOOD NEIGHBOR FEEDBACK

Because we're all committed to a safe and welcoming place to live and work, we're asking for your help in upholding the Good Neighbor Pledge. In addition to following the pledge promises, please report any inappropriate behavior right away by calling the Community Counts Response Line 24 hours a day, 7 days a week at (866) 442-9034.

Contact us

Mail: PO Box 218, Silt, CO 81652
Email: nita@CommunityCountsColorado.com
Website: www.CommunityCountsColorado.com
Phone: (970) 712-7317
Response Line: (866) 442-9034

WHAT IS COMMUNITY COUNTS?



Community Counts Colorado is a non-profit organization established to connect the energy industry and the community through responsive, open dialogue. Originally founded by natural gas and oil producers to answer the needs of people living in the regions impacted by their operations, it is now a broad based community organization that includes local government, business people, and citizens.

As a recipient of the Outstanding Operations Award for Community Relations from the Colorado Oil and Gas Conservation Commission, Community Counts Colorado serves as a platform for candor, goodwill, and mutual respect in furthering the responsible development of natural gas and oil.

WHO IS INVOLVED WITH COMMUNITY COUNTS?

- Natural Gas and Oil Producers
- Service Providers
- Community Organizations
- Residents
- Emergency Responders
- Government

This collaboration facilitates open and honest dialogue, and promotes courteous and respectful relationships between the energy industry, government, and citizens.



WHAT COMMUNITY COUNTS PROVIDES

RESPONSE LINE

The Community Counts Response Line provides a direct line of communication between residents and natural gas and oil operators. This tool makes it easy to resolve issues quickly, answer questions, and pass on good examples of responsible actions. Each natural gas and oil operator provides an on-call contact person dedicated to answering Response Line matters 24 hours a day, 7 days a week.

Response Line – (866) 442-9034

WEBSITE

Community Counts' website serves as a resource for the western Colorado community and beyond. Anyone interested in Western Slope natural gas and oil operations can visit the website for a variety of resources including information on Community Counts, its members, and the energy industry.

COMMUNITY EVENTS

Community Counts hosts get-togethers to build relationships, and inform residents about the organization and how it can help.

MEMBER MEETINGS

Community Counts holds regular member meetings as well as an annual meeting to provide opportunities for members and supporters to discuss, collaborate, and problem solve.

HOW DO I JOIN?

Individuals or organizations interested in joining Community Counts can contact Nita Smith, Executive Director at (970) 712-7317, or at nita@communitycountscolorado.com