



Town of Rangely

RDA Packet

April 16, 2020



1 – Agenda



GUIDELINES FOR PUBLIC INPUT

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

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

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

Thank you

Agenda
RANGELY DEVELOPMENT AGENCY (RDA)
Town of Rangely Conference Room
*** April 16, 2020 @ 7:30a.m. ***
Via Go to meeting

Andrew Key, Chairman

Keely Ellis – Vice Chair
Karen Reed
Ryan Huitt

Sara Peterson
Konnie Billgren
Tim Webber

Ex-Officio

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

- 1) Call to Order
- 2) Roll Call
- 3) Minutes of Meeting
 - a) *Discussion and Action to approve the minutes of February 20, 2020*
- 4) Changes to the Agenda
- 5) Public Input
- 6) Old Business
 - a) *Discussion about transferring the Airport Vehicle to the RDA ownership*
- 7) New Business
 - a) *Discussion and Action to approve March 2020 Financials*
 - b) *Discussions regarding economic recovery and funding*
 - c) *Discussion and Action to accept the resignation of Konnie Billgren*
- 8) Information
- 9) Adjourn

3 – Minutes

Minutes
RANGELY DEVELOPMENT AGENCY (RDA)
Town of Rangely Conference Room
*** February 20, 2020 @ 7:30a.m. ***

Andrew Key, Chairman

Keely Ellis – Vice Chair
Karen Reed
Ryan Huitt

Sara Peterson
Konnie Billgren
Tim Webber

Ex-Officio

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

- 1) Call to Order – 7:37am
- 2) Roll Call – Andrew Key, Keely Ellis, Karen Reed, Ryan Huitt, Konnie Billgren, Tim Webber, Jeff Rector, Ron Granger, John Payne, and Sandy Payne present. Sara Peterson absent
- 3) Minutes of Meeting
 - a) *Discussion and Action to approve the minutes of Dec 18, 2019* – **Motion made by Keely Ellis to approve the minutes of Dec 18, 2019, second by Konnie Billgren. Motion passed**
- 4) Changes to the Agenda – Add 7d to new business, approve Jason Cox as RE4 School District Representative.
- 5) Public Input – Makala Barton, Rio Blanco County Economic Development Rep present to give an update. Makala presented the goals for 2020. Top 5 goals for 2020 are Grow from Within, Tell our Story, Build Relationships, Advocate, and Research & Report. Grow from within is appreciate the business' that have stayed, visit those business', creation of job connection. Tell our Story is we live here for a reason, proud of our history/culture, work with both towns to do promotional videos. Build Relationships is working on just that, building relationships. Working with the Chambers as needed. Advocate is to monitor activities that impact our region, assist in writing public information. Research & Report will be to collect, compile and analyze economic indicators. Provide and maintain economic impact data on a regular basis. Jeannie Caldwell, Town of Rangely Marketing Coordinator also gave an update. Jeannie has been spending time getting to know the businesses. She's been working on a Business Logo. Putting together packets for families, the packets include what Rangely has to offer.

Jeannie and Lisa have a meeting with a lady from Montrose that spoke at the AGNC meeting.

6) Old Business

a) *Discussion and Action to approve the Airport Vehicle Authorization* – Charger being donated to the Ranger Program at CNCC. The airport car can be under the foundation but not CNCC. Town of Rangely will carry the liability. Will have an MOU in place – Tabled

7) New Business

a) *Discussion and Action to approve Dec 2019-Jan 2020 Financials* – Completed grant program. **Motion made by Konnie Billgren to approve Dec 2019-Jan 2020 Financials, second by Ryan Huitt. Motion passed**

b) *Discussion and Review of the SWOT Analysis and committee assignments* – After completing the SWOT Analysis, it was decided that some goals are the Airport, a possible Call Center, Diversify Industry, Change Culture, and Communication. Discussion about building committees, 3 people per committee, to prioritize what's important and focus on those.

Those committees are:

Airport: Jeff Rector, Keely Ellis, & Tim Webber;

Call Center: Jeannie Caldwell/Lisa Piering, Konnie (Chamber);

Fiber Optic-Marketing: Andy Key, Ron Granger, Makala Barton;

Outdoor Rec. – Tourism: Chamber, Andy Key, Sandy Payne, Ryan Huitt;

Investment Opportunity: Jeannie Caldwell, Karen Reed, Jason Cox

c) *Discussion of the Grant/Loan Guidelines* – USDA Loan Program has a lower interest rate. Can be administered thru the county, RDA facilitator in Rangely. Work with Jeff and Makala. Ask Sally Clark to come and give a presentation. Need to create our own opportunity zone. Come up with an incentive. Change our mentality to shop locally.

d) *Discussion and Action to accept Jason Cox as School District Representative* – **Motion made by Sandy Payne to accept Jason Cox as the RE4 School District Representative, second by Konnie Billgren. Motion passed**

8) Information – Ron Granger informed everyone that CNCC received a Cyber Security Grant.

9) Adjourn – 9:00am

5 – Old Business
6 - New Business

TOWN OF RANGELY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2020

ECONOMIC DEVELOPMENT FUND/RDA

| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|-----------|----------------------|---------------|------------|--------|-----------|-------|
| | <u>REVENUES</u> | | | | | |
| 73-30-100 | HOUSING REVENUE | 5,175.00 | 15,525.00 | 62,500 | 46,975.00 | 24.84 |
| 73-30-200 | INTEREST EARNINGS CD | .00 | 42.94 | 200 | 157.06 | 21.47 |
| 73-30-500 | MISCELLANEOUS INCOME | 9,590.54 | 9,590.63 | 25,000 | 15,409.37 | 38.36 |
| | TOTAL REVENUES | 14,765.54 | 25,158.57 | 87,700 | 62,541.43 | 28.69 |
| | TOTAL FUND REVENUE | 14,765.54 | 25,158.57 | 87,700 | 62,541.43 | 28.69 |

TOWN OF RANGELY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2020

ECONOMIC DEVELOPMENT FUND/RDA

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--------------------------------------|---------------|------------|--------|-------------|--------|
| <u>EXPENDITURES</u> | | | | | |
| 73-40-220 PROF/TECH SERVICES | 12.74 | 98.60 | 4,500 | 4,401.40 | 2.19 |
| 73-40-250 HOUSING MANAGEMENT EXPENSE | 3,914.00 | 11,742.00 | 45,000 | 33,258.00 | 26.09 |
| 73-40-260 HOUSING MAINT/REPAIRS | 57.91 | 326.77 | 2,000 | 1,673.23 | 16.34 |
| 73-40-270 UTILITIES | .00 | 41.28 | 100 | 58.72 | 41.28 |
| 73-40-300 MARKETING | .00 | 127.93 | 1,000 | 872.07 | 12.79 |
| 73-40-301 GRANT EXPENSES | .00 | .00 | 25,000 | 25,000.00 | .00 |
| TOTAL OPERATING EXPENSES | 3,984.65 | 12,336.58 | 77,600 | 65,263.42 | 15.90 |
| TOTAL EXPENDITURES | 3,984.65 | 12,336.58 | 77,600 | 65,263.42 | 15.90 |
| TOTAL FUND EXPENDITURES | 3,984.65 | 12,336.58 | 77,600 | 65,263.42 | 15.90 |
| NET REVENUE OVER EXPENDITURES | 10,780.89 | 12,821.99 | 10,100 | (2,721.99) | 126.95 |

Economic Stabilization, Recovery & Organizational Response: An Action Framework for Colorado Downtowns

April 15, 2020

Intentions of the Framework

- **A way to see the path forward** through the COVID-19 crisis – thinking ahead 3, 6, 18 months and beyond
- **Structure and ideas** that may be helpful – each town can customize, improvise
- **Dynamic** – expect Framework to evolve weekly as conditions change

Assumptions

- Three to six month period of extreme disruption; 12 to 18 month resumption of most economic activity in phases
- Background trends remain positive long-term, yet pandemic will create shifts in many sectors
- Framework for navigating the turbulence – 1) short-term stabilization; 2) recovery and 3) new normal
- Organizational response – need to pivot resources, skills and approaches through each phase

Framework Overview

- **Stage 1: Stabilization** – Next Six Months
- **Stage 2: Recovery** – Next Three to 18 Months
- Stage 3: New Normal – Beyond 18 Months
- **Organizational responses** for each stage

Stage 1: Stabilization – Next 6 Months

Requires Main Street programs to establish boundaries, focus on priorities, potentially cut or defer services and place energy in efforts that have the highest probability of success

Stage 1 Stabilization: Actions

- Information & support
- Inventory of businesses/tenants
- Locally-focused promotions
- Problem-solving
- Decision-making tables/advocacy
- Anticipate permanent closures
- Keep it clean and safe
- Prepare for phased release & activities
- Understand market strengths & vulnerabilities

Stage 1: Organizational Response

- Identify cash reserve, reallocate/postpone expenditures – essential services and cushion for the unknown ahead
- Understand federal/state assistance programs
- Solidify partnerships with local partners
- Reallocate effort/resources to economic stabilization
- Relationships – one-on-one with stakeholders, troubleshooting & interventions
- DOLA/Main Street programming/expertise
- Local market promotions & visibility

Stage 2: Recovery – Next 3 to 18 Months

Anticipate phased re-opening,
local and regional markets
most accessible, time to
“retool and refuel” and help
districts re-open safely

Stage 2 Recovery: Actions

- Continue information, support, inventory & intervention
- Create/strengthen local volunteer platforms
- Promotions to lure local and regional markets
- Phase in events proportional to confidence in public health
- Forge new alliances with property owners, influencers
- Test new concepts in vacant storefronts
- Create a locally-funded recovery investment fund
- Strategic planning to set a new course
- Identify funding as local tax base recovers

Stage 2: Organizational Response

- All Stage 1 adjustments plus...
- Develop longer-term funding strategy, diversify
- Expand local market promotions and visibility – regions and Front Range
- Create locally-based and focused special events that instill pride and ownership
- Strategic planning to align organization with a revised vision and tactical plan

2/24/2020

RDA/RDC Board

Town of Rangely Trustees

Good morning all

As of today, I am officially resigning from the RDA/RDC board. March 31, 2020 will be my last day at the chamber, with that said, I feel that my focus should be strictly on the chamber. I thank everyone for the opportunity and my hope is that yall will be successful in all future endeavors.

Sincerely

Konnie Billgren

7 – Information