



Town of Rangely

RDA Packet

May 17, 2018 @ 7:30am



1 – Agenda



GUIDELINES FOR PUBLIC INPUT

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

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

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

Thank you, Rangely Mayor

AGENDA
RANGELY DEVELOPMENT AGENCY (RDA)
Town of Rangely Conference Room
*** May 17, 2018 @ 7:30 a.m. ***

Brad Casto, Chairman

Keeley Winger
Karen Reed
Konnie Billgren
Treasurer – Lisa Piering

Jason Krueger
Sarah Nielsen
Andrew Key

Ex-Officio

Rio Blanco County Commissioner – Jeff Rector
School District Representative – Joyce Key
Library District Board Representative – Sandy Payne
RJCD Board Representative – Ron Granger
Rio Blanco Water Conservancy Dist. – Vince Wilczek
Rangely District Hospital – John Payne

- 1) Call to Order
- 2) Roll Call
- 3) Minutes of Meeting
 - a) Discussion and Action to approve the minutes of April 19, 2018
- 4) Changes to the Agenda
- 5) Public Input
- 6) Old Business
 - a) Discussion and Action to appoint a Vice-Chairman to the RDA
 - b) Discussion regarding call center progress and Next Steps (***Better City Update on 5/09/18***)
- 7) New Business
 - a) Discussion and Action to approve the April 2018 Financials – provided at meeting
 - b) Discussion with Paul Benedetti – Attorney 8:00AM
- 8) Information
- 9) Adjourn

3 – Minutes

Minutes
RANGELY DEVELOPMENT AGENCY (RDA)
Town of Rangely Conference Room
*** April 19, 2018 @ 7:30 a.m. ***

Brad Casto, Chairman

Vacant (*Outstanding Nomination*)

Karen Reed

Konnie Billgren

Treasurer – Lisa Piering

Jason Krueger

Sarah Nielsen

Andrew Key

Ex-Officio

Rio Blanco County Commissioner – Jeff Rector

School District Representative – Joyce Key

Library District Board Representative – Sandy Payne

RJCD Board Representative – Ron Granger

Rio Blanco Water Conservancy Dist. – Vince Wilczek

Rangely District Hospital – John Payne

- 1) Call to Order
- 2) Roll Call – Brad Casto, Karen Reed, Konnie Billgren, Jason Krueger, Sarah Nielsen, Andrew Key, Jeff Rector, Joyce Key, Sandy Payne, Ron Granger, Vince Wilczek were present. John Payne was absent. Also present was Roger Polley and Rene Hardin. Katelin Cook was present by phone.
- 3) Minutes of Meeting
 - a) Discussion and Action to approve the minutes of March 15, 2018 – Joyce asked that the minutes reflect that she was absent. Motion to approve the minutes of March 15, 2018 made by Sarah Nielsen, second by Jason Krueger, motion passed.
- 4) Changes to the Agenda – 6f-Main Street Program Update
- 5) Public Input
- 6) Old Business
 - a) **Tabled** - Discussion and Action to appoint a Vice-Chairman to the RDA – Tabled until there is a complete board present to make the selection.
 - b) Discussion concerning airport courtesy car maintenance and insurance – Jeff Rector stated that the county will give the car to the college as a non-profit. Ron asked if they will be giving it or loaning it to them. Jeff stated the car will be given to them. The college will look in to insurance and the town of Rangely will help with vehicle maintenance. Brad stated that he is waiting on a call back from his insurance company to see if it can be added to that. Andy asked if anyone had checked with State Farm Insurance to see if they would write a special policy. Sarah stated that she didn't know if that was something State Farm could do, Konnie agreed stating that they have restrictions. Andy asked about having the Rangely Insurance Group write up a policy and stated that someone should be able to write up a policy that is affordable. Sandy states that as a fellow business owner, she would like to see us ask our local insurance providers first. Brad stated that would be up to the collage as to who they choose to go with.

- c) Discussion regarding call center progress and Next Steps (*Better City Update on 4/11/18*) – Peter stated that at this point Better City has made several contacts and has centered their focus on a company called TeleTech who is involved with outsourcing, billing and call centers. They like to have dedicated facilities in rural areas. We are now looking at vacant buildings here in town and are putting a brochure together with Better City for some facilities here in town that they can go and solicit to TeleTech along with some of the other contacts they have made. Andy asked if we have a timeline. Peter stated that Better City would like the data right away and want to get the brochure out as soon as possible. Peter stated that we have all the data with the exception of one facility. Katelin stated that all the employment survey data that had been collected is being used as a marketing piece as well.
- d) **Tabled** for May 17th- Presentation by Carolynne White - Attorney with Brownstown, Hyatt, Farber and Schreck – Peter stated that we had received Carolynne White’s engagement letter and she wanted to schedule a Skype meeting on May 17th. She was unable to do it today. Her rate is \$495 per hour. The other attorney is approx. 1/3 of that cost and had grossed a cost to rejuvenate our plan at \$25,000. Carolynne is requesting a retainer of \$6,000 per month or \$495 per hour. It sounds like this could be a year process. Peter stated that he has heard her speak at the CML conferences and she is top of the line. Brad asked if Peter would get some information from the other attorney and set up a Skype meeting with him as well. Brad states that he doesn’t feel that we will be able to afford Carolynne’s services. Peter stated we have not yet negotiated with her and she does offer one trip here without charging for any of the trip hours to and from Rangely. Brad stated that he feels we should contact the other attorney and set up a meeting with him.
- e) CNCC Aviation/Drone Programs Update – Ron Granger – Ron states that for the drone program, they have all the curriculum except for one class written up and they are thinking about offering some classes this fall. The goal is to get the classes started here and then also be able to offer them on the Craig Campus as well. Some of the classes may be offered online as well. There are a couple companies that are possibly interested in providing grant money for purchasing equipment. They have also set money aside this last year to help with this. Ron feels they are in the right place and have the money to purchase what they need, but the grant money would help with purchasing other things that they will need. Jason stated that there are four commercial UAS operators at the airport now. A lot of the rules and regulations overlap so it will make an easy transition. This fall, there will be a UAS competition as part of the flight team program this fall. Brad asked how often they have had competitions here. Jason stated that it has been about 3-4 years. This next year they will compete in Billings Montana. Brad asked if they rotate around. Jason stated yes.
- f) Main Street Program Update – Peter stated that we have redeveloped a resolution to put in front of the town council. It will not be on this next council agenda. Katelin recapped the steps needed to become a Candidate. Either the town or the chamber would need to submit the application by May 15, 2018. A board does not need to be established prior to submitting the application, but you do need to have a plan in place on what you are anticipating to do. Through the course of the Candidacy, they will help you develop a strategic plan. Peter asked if the town council has to be involved, Katelin stated yes because it is a DOLA program. There will be grant funds exchanging place and those all have to run through the town. Andy stated that he didn’t think getting a decision from the council would be an issue if someone would come in and explain what it is and how it benefits the business owners. Katelin stated that the Affiliate program is the pre-cursor to the Candidate Community. Brad asked if Konnie gets her plan together and the council approves the resolution then could she could submit the application and become part of the program. Katelin stated yes and the plan is just the application. Karen asked if there is an application fee. Sandy stated that going to their website is helpful and she was involved in some of the original meetings a couple of years

ago and it is a beneficial program. It takes a lot of work and we need core people who will put in the time and effort needed. Sandy likes that it is a cohesive plan and the idea that you have to be accountable every 3 months and report back. Sandy is concerned about having enough core people to pull it off, Konnie stated that she has enough people to make it happen. Joyce asked if we need a motion to approve. Brad stated that he doesn't think we need a motion. He just wanted to put it under old business to keep us refreshed on the subject. Andy asked what the other business owners thoughts were on it. Sarah feels that it helps give the business owners the tools and structure to be able to fix Main St. and it opens up some money that is available from the state. Sandy stated that at the different levels there is a small grant that goes with it. Roger stated that before he took over, Lance Stewart was heavily involved and some of the awnings on his building and others were part of that and some of the beautification process of planting the trees on Main St. were done at that time possibly through that program. Peter asked Konnie if she had the 3 letters of support that the application asked for. Konnie stated that she did not get the letters yet because she was waiting to see if we were going to move forward with the program. Brad stated that he feels that Konnie is waiting to get the resolution from the town before she moves forward with the steps needed. Peter stated that when Konnie forms the board that she may have a couple members from the RDA, some from the Town of Rangely and some other organizational partners. DOLA will be providing funding for various projects. Konnie states that Main St. business owners will be on the board as well because they play a vital role and it affects them directly.

7) New Business

- a) Discussion and Action to approve the February 2018 Financials – Motion to approve the February 2018 Financials made by Konnie Billgren, second by Karen Reed, motion passed.
- b) Discussion of the Co-Working Space tour in Grand Junction, Montrose and Ridgeway on March 29th – Attended by B. Casto, K. Billgren, A. Key – Next Steps – Andy stated that there were some really good discussions on how things worked and were able to see what types and ages of people were utilizing the space. The average age was 42. Brad and Andy explained that a co-working space is a big room with desks and people would pay a monthly fee to use the computers and internet. It is open 24 hours per day. Your fee depends on the package you choose. Some packages include a private desk that no one else can use. There are also private offices which were being rented by people such as photographers and accountants. Andy stated that it isn't a crazy environment at all, everyone is very focused and work orientated. Andy stated that we have to find out what is available in our community, what people are working from home and what their needs are. Andy stated that there is a lot of generosity from the private sector involved in these. Brad stated that there was a lot of generosity from the landlords. There was a block in Montrose empty for nine years and a co-working space came in and worked out a rent to where they got the first years rent for free and then it went up incrementally. That block is full of retailers. Konnie stated that in the co-working spaces, they normally have a conference room where you could bring groups and have use of internet for PowerPoints and such. Andy stated that the building is all key card access through your phone. Andy states that they are working on this and there is a meeting tonight at 6:00pm at the Blue Mountain Inn for anyone who would like to join. You need to RSVP to Konnie. Brad stated that 47% of the workforce in the US can work from home. By 2020, it will go up to 60%. Jeff stated that these things take on their own profile, if you go to five of them they will all be different. People get together and make it work for the collective group and their community. Jeff stated that the first year they will let anyone in there, but then it weeds itself out. If the person doesn't fit in the model or group, they will just move on and go somewhere else. Brad stated that at the space, the photographer couldn't afford the monthly rent so they worked out a deal that she would take

head shots of the people working there and put them on their websites. This enabled her to get the months' rent for free. It is a good community minded space. Konnie states that it is about people coming together and working as a group and helping to build each other up. Konnie states that on the retail side, we are working with a private business owner now and she has six people willing to come out of homes and do something on Main St. to get their products out there for people to see. If you are wanting to sell your crafts, oils or whatever you are doing, you need to be in a location that people will see. Andy stated that there is a business in Montrose that is all retail inside, but they have blocked it off in 16x8 squares that are rented by different individuals with items for sale. They have one person who sits at the front and runs the register taking payment for all of the different individuals renting the squares. Konnie stated that this makes it more affordable and you are also filling an empty building and bringing in more sales tax as well as putting people to work. Roger stated that in Mesa County, they use to have a business incubator that was similar to this. It was a small amount of space, cheap rent and the ability to network and get started. Roger had seen people grow their businesses from the small shared space to seeing them drive down the street with trucks with their name on it. Peter stated that we have submitted a redi-grant for help to rehab the old lumbar yard across the street for the purpose of a retail co-work space. Konnie stated that this will be strictly people coming out of their homes and putting their product in that building. Andy asked Katelin if she would send an email to Brain about getting us hooked up on the software. He has emailed him several times and received no response. Katelin will do so.

- c) Discussion regarding the CO-OP Grocery as presented last week at the Chamber's B for B. (*See Attached Presentation*) – Brad invited the head of HR at Moon Lake Electric to come and do a presentation on co-op grocery stores. He has been to a few trainings back east and visited a few co-op grocery store startups. He had some good information and it will take a lot of work if we are going to go down that path. Brad feels that we need to see if the community wants it. Peter stated that we had broached this through Moon Lake two years ago and he had some great information on the startup side. Peter pulled up some of the previous things we had on funding The Colorado Fresh Food Initiative has funding up to \$1.5 million in terms of financing. Brad feels that we need to get an accurate survey and talk to people and see if it's a need in our community before we put a lot of effort in to it. Konnie agrees that we need to get the public's input and if the majority doesn't want it, then we need to walk away from it. Peter has a food co-op interest survey that is focused directly on co-op's if anyone wants to see it. Brad stated that if we have a co-op push that it needs to come from the community, not from any government entity. Joyce stated that she has been on a number of boards and one of the ways they have successfully gotten things accomplished is through communication and we need to get the word out there. There is a lot of representation through the RDA and maybe we just need to be the communication facilitator. Brad doesn't want people to feel that it is a government hand out by saying that the RDA is looking at the co-op. Joyce, Brad and Konnie all agree that putting an article in the paper isn't the way to handle it, it needs to be personally brought to the community and get their opinions. Andy suggested doing a survey that isn't attached to the RDA. Konnie is willing to take the surveys at the chamber. Sandy stated that we need to have both a paper survey and online survey so that the older generation can access the paper easier and the younger generation can fill it out online. Sandy feels we need a plan and to look at everyone's strengths and use those and we will be able to get farther. Another factor is where to put it and can we afford to build a new building or buy one out. What will this cost and what will the membership cost be as a result of that as well as how many members will you have to have to support a co-op grocery. Jeff agrees that is one of the first questions the community will ask is how much it is going to cost them. Andy states that is a question we can have on the survey is how much they are willing to pay. Peter stated it's usually a

onetime life time membership fee. Konnie asked if Brad's connection could help us out with a plan and the marketing part of it so that we are communicating what we need to the public in simple form. Sandy asked for Rogers's opinion as a retail business owner. Roger feels that a co-op is a valid way to go if possible. He does not believe that we could start a co-op and run it as the opposition to The White River Market. He feels that the market would have to be bought out and that could be a lot more money than we think it's worth. Our value as a community looking at what the grocery business is in Rangely is going to be drastically smaller than what someone from Telluride feels his real estate is worth. Roger feels building a brand new store from scratch on land that is purchased will end up with us having a lot more money in to it and in his opinion having a vacant retail space. We need to have a selection of groceries at a price that allows people to purchase there. Roger states that everyone needs to understand that we will never be a Smiths or City Market but we need to get it as close to that price as we can. It will come down to if it is worth it to go out of town to buy \$300 worth of groceries or not. Most people would rather be able to buy here and not have to travel so far, even if it's a little more for the groceries in town. Sarah stated that people have been going out of town for so long to buy their groceries that it's hard to change their mindset. Konnie stated that there are a lot of people including her that would love to stay in Rangely and shop and who would be ok with paying for example, \$350 for groceries that they could get out of town for \$300, but they would not be ok with paying \$400 for groceries here when they can get them for \$300 out of town. Roger feels that they built this grocery store too big for the size of Rangely and that is why it hasn't done well.

8) Information

a) Ord Nebraska – Economic Development

a) Adjourn - Adjourned

6 – Old Business

7- New Business

Paul C. Benedetti

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February 6, 2018

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

RE: Legal Services Agreement re Urban Renewal Matters in Rangely, Colorado

Dear Mr. Brixius:

This letter confirms our understanding regarding legal services to be provided as special counsel to the Town of Rangely and any related entity empowered to carry out urban renewal projects under the Colorado Urban Renewal Law (collectively, the "Town").

Services to be rendered may include, without limitation, consultation regarding the status of any entity operating as an urban renewal authority (the "Authority") under current law, existing plans, assistance and advice regarding any recommended changes to the organization and operation of the Authority and existing plans; preparation of any documents required to implement any changes agreed upon by required entities, including plans, amendments of existing plans, surveys, establishment of boundaries, tax increment provisions; negotiation and drafting of all required taxing body agreements; review of tax increment calculations, projections and impact reports; drafting and review of notices, resolutions and other documents and agreements related to plans and projects; attendance at meetings; legal research; telephone conferences; office conferences; correspondence and memoranda; coordination and communication with other counsel, consultants, and the Town; and any other services mutually agreed to by the parties, including services related to redevelopment and reimbursement agreements. This agreement is not intended to cover certain specialized services such as those of bond or metropolitan district counsel.

My fees are \$250.00 per hour. All services will be provided by me. The time to be charged will be recorded and billed in one/tenth hour increments. In addition, I will be reimbursed for actual costs of such items as lodging (if required), unusual copy charges, or delivery and courier fees. These costs will be paid by this firm and reimbursed by you or sent to you for direct payment. I do not charge for mileage, gasoline, regular postage, routine copies, or phone expenses.

All fees and expenses will be paid monthly upon receipt by you of an itemized statement. The fees and costs through plan approval are estimated to be \$20,000 to \$25,000, depending on the number of meetings required to achieve required approvals.

This agreement is effective as of February 6, 2018. This agreement may be terminated at any time by either party upon written notice. If the agreement is terminated, I will be paid the stated hourly fees for services rendered through the date of receipt of the termination notice and any fees required for an orderly transfer of work-in-progress, including reimbursement for costs incurred. If I withdraw from this agreement, I will allow a reasonable time for employment of new counsel, if necessary, and will deliver to you all papers and other property to which you are entitled.

If you agree with the terms and conditions of this letter, please sign a copy as evidence of the agreement by you and return one signed copy to me by e-mail. Thank you.

Very truly yours,

Paul C. Benedetti

PCB/cb

Accepted on behalf of the Town of Rangely and any entity operating as an urban renewal authority under the Colorado Urban Renewal Law as of February 5, 2018.

By: _____
Peter Brixius, Town Manager

Paul C. Benedetti

2730 Iliff Street
Boulder, Colorado 80305

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MEMORANDUM

Confidential

DATE: February 10, 2017

FROM: Paul C. Benedetti

TO: Peter Brixius

SUBJECT: Approval of an Urban Renewal Plan – New Requirements

As requested, this is a short outline of the principal steps necessary to prepare an urban renewal plan in accordance with the Colorado Urban Renewal Law, §§31-25-101, et seq., C.R.S. The procedure would be the same for a major modification of an existing plan. The advantage of a new plan with tax increment (TIF) provisions is a new 25-year financing term. Each of the following steps apply to updating an existing plan, but the original TIF term cannot be extended unless a new plan is adopted.

1. A new conditions survey must be conducted in the proposed UR area. Within 30 days after commissioning the study, the UR Authority must give notice to all property owners in the area advising them of the study.
2. At least four of statutory conditions that constitute a “blighted area” must be present in the proposed UR area (defined in §31-25-103(2), C.R.S.). According to §31-25-107(1)(c)(I), C.R.S., any condition found to be present in the area may satisfy as many of the factors listed in the definition of “blighted area” as are applicable to such condition.
3. If necessary, the existing UR Board must be expanded to 13 members. Three of the commissioners must be appointed to represent taxing bodies - one by the County Commissioners, one by the school district that levies property taxes in the UR area and one by the other taxing bodies (the special districts) that levy property taxes in the UR area. The representatives of the school district and the special districts, one appointee each, must be elected board members of the taxing body or bodies each represents. The identity and timing of the taxing body appointment is in the control of those entities and not the City Council. To the extent that any of the above entities delay making an appointment, that position remains vacant.
4. A new UR plan must be prepared (or the existing plan amended). The plan must conform with the comprehensive plan and must be submitted to the planning commission for review and recommendations as to conformance with the comprehensive plan.

5. Notices of public hearings on adoption of the new or amended plan must be published at least 30 days prior to the date of hearing on the plan. At the same time, written notice of the public hearing must be given to all property owners, residents and owners of business concerns in the proposed or existing urban renewal area at their last known addresses at least 30 days prior to the public hearing.

6. The proposed or amended plan and a detailed impact report must be submitted to the county and other taxing bodies that levy in the proposed urban renewal area.

7. It will be necessary to negotiate agreements with each of the affected taxing bodies regarding use of TIF financing in the proposed UR plan. These agreements will be based on the accuracy of the impact report. If property taxed as agricultural land is included, written consent of the taxing bodies may be required.

There are additional important statutory requirements, findings, and time requirements that apply, but the above are the principal steps required for a new or major modification of an existing plan.

8 – Information