



# Town of Rangely

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*RDA Packet*

*October 24, 2019*

**7:30am**



Photo by Margaret Slaugh

# 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**  
\*\*\* October 24, 2019 @ 7:30a.m. \*\*\*

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Brad Casto, Chairman

Jason Krueger – Vice Chair  
Karen Reed  
Andrew Key

Keely Ellis  
Konnie Billgren  
Vacant Position

Ex-Officio

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

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- 1) Call to Order
- 2) Roll Call
- 3) Minutes of Meeting
  - a) *Discussion and Action to approve the minutes of June 20, 2019*
- 4) Changes to the Agenda
- 5) Public Input
- 6) Old Business
  - a) *Urban Renewal Plan Update Funding Update*
  - b) *Airport Vehicle*
  - c) *Grant & Loan Information (Current & USDA Programs)*
- 7) New Business
  - a) *Discussion and Action to accept the resignation of Brad Casto to the RDA Board*
  - b) *Discussion and Action to nominate a new Chair to the RDA*
  - c) *Discussion and Action to nominate a Vice Chair to the RDA*
  - d) *Discussion and Action to approve the September 2019 Financials*
  - e) *Discussion and Action to approve the Rangely Museum's request to retain \$6,000 for the purpose of matching funds for future grant applications*
  - f) *Discussion and Action to approve the 2020 Draft Budget*

8) Information

a) *Marketing Director hiring update*

9) Adjourn

3 – Minutes

Minutes  
RANGELY DEVELOPMENT AGENCY (RDA)  
**Town of Rangely Conference Room**  
\*\*\* June 20, 2019 @ 7:00p.m. \*\*\*

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Brad Casto, Chairman

Jason Krueger – Vice Chair  
Karen Reed  
Andrew Key

Keely Winger  
Konnie Billgren  
Vacant Position

Ex-Officio

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

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- 1) Call to Order – 7:00pm
- 2) Roll Call – Present: Jason Krueger, Keely Winger, Karen Reed, Konnie Billgren, Andrew Key, Joyce Key, Ron Granger, John Payne, and Sandy Payne. Absent: Brad Casto, Jeff Rector, and Vince Wilczek
- 3) Minutes of Meeting
  - a) *Discussion and Action to approve the minutes of May 16, 2019* – Konnie Billgren made the motion to approve the minutes of May 16, 2019, Ron Granger second. Motion passed.
- 4) Changes to the Agenda – DARQ requesting to retain funds of \$6000.00
- 5) Public Input
  - a) *Rangely Community Hospital Mill Levy Presentation* – Steve Petersberg with the Hospital board did the presentation to discuss Mill levy increase. Presented the RDA with brochures with information. Reported on expenses and revenues. Asking for an additional 15 mills, board decides on how many mills.
- 6) Old Business
  - a) *Urban Renewal Plan Update Funding Update* – Working on Policies. Will have updates soon. Tabled to next meeting
  - b) *Airport Vehicle* – Work in progress. Town of Rangely employees have agreed to do the maintenance.
  - c) *Grant & Loan Information (Current & USDA Programs)* – The Redi Grant was unsuccessful due to Rangely not being ‘depressed’ enough.
- 7) New Business

- a) Discussion and Action to approve the May 2019 Financials* – Konnie Billgren made the motion to approve the May 2019 Financials, Karen Reed second. Motion passed.
- b) Discussion and Action to approve DARQ retaining funds of \$6000* – Item tabled for next meeting.

8) Information

- a) UTA Main Street Presentation/Meeting June 27, 2019* – Students from CU Boulder will help with the planning and visioning for our Main Street that will go into our comprehensive plan. Would like to hear from the community.
- b) CNCC Aviation Road Show Tuesday July 9, 2019* – Will be touring our Airport and Aviation building at CNCC.

9) Adjourn – 8:30pm



## Rural Economic Development Loan & Grant Program Program 101

**Are Applications Currently Being Accepted: YES**

**Application Deadline: Notice of Solicitation of Applications ([pdf](#))**

### **What does this program do?**

The Rural Economic Development Loan and Grant program provides funding for rural projects through local utility organizations. USDA provides zero-interest loans to local utilities which they, in turn, pass through to local businesses (ultimate recipients) for projects that will create and retain employment in rural areas. The ultimate recipients repay the lending utility directly. The utility is responsible for repayment to USDA.

USDA provides grants to local utility organizations which use the funding to establish revolving loan funds (RLF). Loans are made from the revolving loan funds to projects that will create or retain rural jobs. When the revolving loan fund is terminated, the grant is repaid to USDA.

### **Who may apply to this program?**

To receive funding (which will be forwarded to selected eligible projects) an entity must be:

- A former Rural Utilities Service borrower who borrowed, repaid or pre-paid an insured, direct, or guaranteed loan
- Nonprofit utilities that are eligible to receive assistance from the Rural Development Electric or Telecommunication Programs; or
- Current Rural Development Electric or Telecommunication Programs borrowers

### **What is an eligible area?**

Intermediaries may use funds to lend for projects in rural areas or towns with a population of 50,000 or less.

### **How much funding is available to intermediaries?**

- Up to \$300,000 in grants may be requested to establish the RLF
- Up to 10 percent of grant funds may be applied toward operating expenses over the life of the RLF
- Up to \$2 million in loans may be requested

The intermediary applies to USDA for funding support on behalf of specified local projects. Projects may begin after an application is submitted, but there is no guarantee of approval.

### **What are the terms for the intermediary?**

- 10 years at 0 percent
- Grants require a 20 percent match from the intermediary
- Grants must be repaid to USDA upon termination of the RLF

**How may funds be used?**

Program intermediaries pass the funding to ultimate recipients on to eligible projects. Examples of eligible projects include:

- Business incubators
- Community development assistance to nonprofits and public bodies (particularly for job creation or enhancement)
- Facilities and equipment to educate and train rural residents to facilitate economic development
- Facilities and equipment for medical care for rural residents
- Start-up venture costs, including, but not limited to, financing fixed assets such as real estate, buildings, equipment or working capital
- Business expansion
- Technical assistance

**NOTE:** [7 CFR, Part 4280.27](#) and [7 CFR, Part 4280.30](#) list ineligible uses

**How much funding is available to business and community borrowers (ultimate recipients) through the RLF?**

An ultimate recipient may request up to 80 percent of project costs using REDLG funds, with the remainder provided by the ultimate recipient or the intermediary

**What are the terms on the loan to the ultimate recipient?**

- Interest rate is 0 percent
- Up to 80 percent of project costs; 20 percent must be provided by the ultimate recipient or the intermediary
- The intermediary may incorporate interest rates or administrative loan fees after the funds have been loaned out and revolved once. First-time loans are at 0 percent interest.
- Repayment may be deferred up to two years for projects including a start-up venture or Community Facilities project.

**How do we get started?**

Applications for this program are accepted through your local office year round. Program Resources are available online (includes forms needed, guidance, certifications etc.)

**Who can answer questions?**

Contact your [local office](#).

**What governs this program?**

- Basic Program – Code of Federal Regulations, [7 CFR, Part 4280](#)
- Loan/Grant Servicing – Code of Federal Regulations, [7 CFR, Part 4280](#) and 2 CFR Part 200
- This program is authorized by the Rural Electrification Act of 1936

**Why does USDA Rural Development do this?**

To provide financing to eligible Rural Utilities Service electric or telecommunications borrowers to promote rural economic development and job creation projects.

**Program:** [Fact Sheet](#)

To Whom it my Concern,

After many years of serving our community on numerous boards and committees I have made the decision to step down off of the RDA/RDC boards. It has been a very difficult decision for me to make. I want to do what is best for the community that I live in. Over the past years my wife and I have made the decision to grow our business, as most of you know it is many miles from home and has taken a lot more time than I anticipated or was willing accept at the time, but it has consumed a majority of my time. I feel that I can't give enough of my time that is necessary to fulfill my commitment to our community on the RDA/RDC boards. The RDA/RDC boards have made great strives in our community over the last years trying to get much needed economic growth and diversity. I will continue supporting the projects that have been put forward in the best ways that I can. I hope that the community understands that right now I really need to focus on my family and my business. If you have any questions or want to visit about anything please feel free to call me anytime. It has been a great pleasure working with all of you and look forward to working will you in the future. Thank You

A handwritten signature in black ink, appearing to read 'Brad Casto', with a stylized, cursive script.

Brad Casto

TOWN OF RANGELY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

ECONOMIC DEVELOPMENT FUND/RDA

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>						
73-30-100	HOUSING REVENUE	5,175.00	46,575.00	62,500	15,925.00	74.52
73-30-200	INTEREST EARNINGS CD	21.24	48.71	200	151.29	24.36
73-30-500	MISCELLANEOUS INCOME	.05	5,000.41	25,000	19,999.59	20.00
TOTAL REVENUES		5,196.29	51,624.12	87,700	36,075.88	58.86
TOTAL FUND REVENUE		5,196.29	51,624.12	87,700	36,075.88	58.86

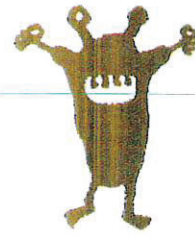
TOWN OF RANGELY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
73-40-220 PROF/TECH SERVICES	10.75	2,654.96	5,000	2,345.04	53.10
73-40-250 HOUSING MANAGEMENT EXPENSE	3,914.00	39,095.87	40,400	1,304.13	96.77
73-40-260 HOUSING MAINT/REPAIRS	.00	84.47	1,000	915.53	8.45
73-40-270 UTILITIES	20.64	185.76	100	( 85.76)	185.76
73-40-300 MARKETING	.00	.00	1,000	1,000.00	.00
73-40-301 GRANT EXPENSES	.00	4,753.54	30,000	25,246.46	15.85
TOTAL OPERATING EXPENSES	3,945.39	46,774.60	77,500	30,725.40	60.35
TOTAL EXPENDITURES	3,945.39	46,774.60	77,500	30,725.40	60.35
TOTAL FUND EXPENDITURES	3,945.39	46,774.60	77,500	30,725.40	60.35
NET REVENUE OVER EXPENDITURES	1,250.90	4,849.52	10,200	5,350.48	47.54



**RANGELY OUTDOOR MUSEUM  
PO BOX 131  
200 KENNEDY DR. RANGELY, CO 81648  
970 675-2612**



06-18-2019

RDC  
209 Main St  
Rangely, co 81648

Rangely Outdoor Museum (ROM)  
20 Kennedy Dr  
Rangely, CO 81649

RDC Board,

On 03-20-2-19 Dan Fiscus presented a 5 Year Plan developed by Richard Ott of DARG. The original amount of money given to the museum was \$17,500. This money was needed to secure DARG's assistance in writing a 5 Year Plan and to enable ROM to work under DARG's license for archeology expertise.

After paying DARG the final fee the remaining balance of \$6,000 was to go to ROM for lawyer fees if needed or new recording equipment, photo copier and new computer. Those items were purchased with money donated from Chevron and a couple fund raisers that were done by ROM. In 2017.

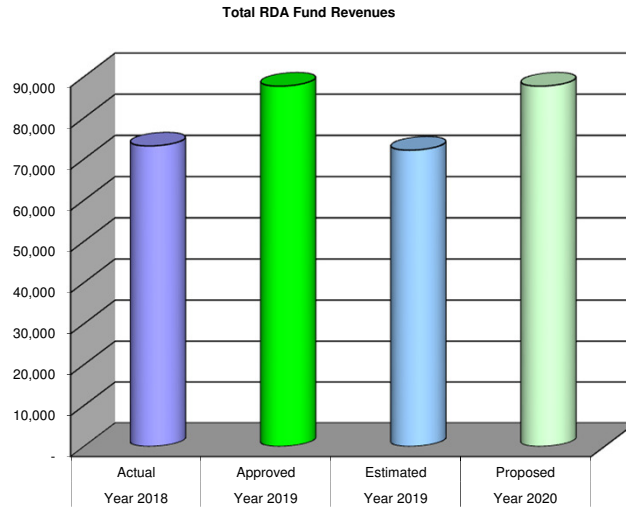
We would like to put in writing of our intent to have the \$6,000 in reserve for matching money for a grant required from DARG for to pay for the expertise required on the ~~1775~~ Canyon Pintado Rock Art grant.

Sincerely,

Rangely Outdoor Museum

**TOWN OF RANGELY, COLORADO**  
**RANGELY DEVELOPMENT AGENCY FUND REVENUES**  
**2020 BUDGET**

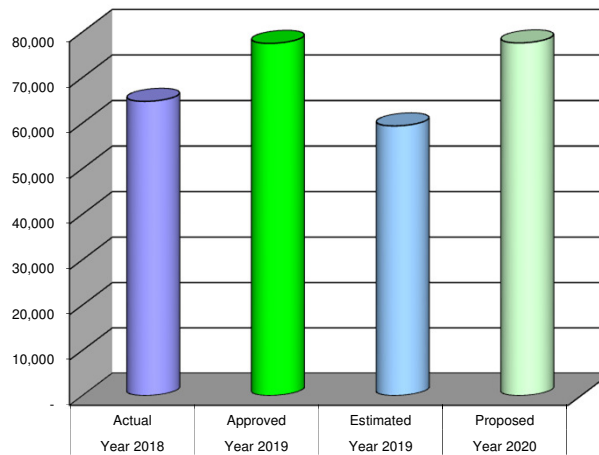
Account	Description	Year 2018 Actual	Year 2019 Approved	Year 2019 Estimated	Year 2020 Proposed
73-30-100	HOUSING REVENUE	58,020	62,500	62,100	62,500
73-30-200	INTEREST EARNINGS CD	138	200	41	200
73-30-500	MISCELLANEOUS INCOME	15,005	25,000	10,000	25,000
<b>TOTAL RDA FUND REVENUES</b>		<b>73,163</b>	<b>87,700</b>	<b>72,141</b>	<b>87,700</b>



**TOWN OF RANGELY, COLORADO**  
**RANGELY DEVELOPMENT AGENCY FUND EXPENSES**  
**2020 BUDGET**

Account	Description	Year 2018 Actual	Year 2019 Approved	Year 2019 Estimated	Year 2020 Proposed
73-40-220	PROF/TECH SERVICES	11,217	5,000	4,000	4,500
73-40-250	HOUSING MANAGEMENT EXPENSE	49,062	40,400	45,000	45,000
73-40-255	HOUSING RENTAL EXP/FEE	-	-	-	-
73-40-260	BUILDING & MAINTENANCE	1,239	1,000	127	2,000
73-40-270	UTILITIES	248	100	248	100
73-40-300	MARKETING	-	1,000	-	1,000
73-40-300	GRANT EXPENSE	3,000	30,000	10,000	25,000
<b>TOTAL OPERATING</b>		<b>64,766</b>	<b>77,500</b>	<b>59,375</b>	<b>77,600</b>
73-40-700	CAPITAL OUTLAY	-	-	-	-
73-40-800	CAPITAL IMPROVEMENTS	-	-	-	-
<b>TOTAL CAPITAL</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL RDA FUND EXPENSES</b>		<b>64,766</b>	<b>77,500</b>	<b>59,375</b>	<b>77,600</b>
<b>REVENUES OVER (UNDER) EXPENSES</b>		<b>8,397</b>	<b>10,200</b>	<b>12,766</b>	<b>10,100</b>

Total Operating



Total RDA Fund Expenses

