



# Town of Rangely

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*RDA Packet*

*November 16, 2017 @ 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**  
\*\*\* November 16, 2017 @ 7:30 a.m. \*\*\*

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Brad Casto, Chairman

Tim Webber – Vice Chair  
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. – Tim Winkler  
Rangely District Hospital – John Payne

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1. Call to Order
2. Roll Call
3. Approval of Minutes of October 19, 2017
4. Changes to the Agenda
5. Public Input
6. Old Business
7. New Business
  - a. Discussion with Todd Ficken from F&D International LLC – MRO Operator
  - b. Discussion and Action to approve September 2017 Financials.
  - c. Update on the Façade and Business Development Grant Totals (*See Spreadsheet*).
  - d. Update from Konnie Billgren/Katelin Cook on the Denver Co-Work Space Tour and Review.
  - e. Discussion about the agenda for the strategy session on December 5, 2017.
8. Information
  - a. Todd Ficken F&D International LLC Company Information
  - b. Co-Work Space Information
9. Adjourn

## 3 – Minutes

MINUTES  
RANGELY DEVELOPMENT AGENCY (RDA)  
**Town of Rangely Conference Room**  
\*\*\* October 19, 2017 @ 7:30 a.m. \*\*\*

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Brad Casto, Chairman

Tim Webber – Vice Chair  
Karen Reed  
Konnie Billgren  
Treasurer – Lisa Piering

**Vacant – Board Member**  
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. – Tim Winkler  
Rangely District Hospital – John Payne

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1. Call to Order – Brad Casto, Tim Webber, Karen Reed, Sarah Nielsen, Andrew Key, Konnie Billgren, Sarah Nielsen, Sandy Payne, John Payne, Joyce Key, Ron Granger present, Jeff Rector, Tim Winkler absent..
2. Roll Call
3. Approval of Minutes of Sept 21, 2017 - Motion to approve the minutes of September 21, 2017 made by Joyce Key, seconded by Sarah Nielsen, motion passed
4. Changes to the Agenda Peter said that the date for the strategy session has changed and delete item G in new business
5. Public Input
6. Old Business
  - a. Nominations for a new board member for referral to the Town Council – Motion to recommend Jason Kruger made by Tim Webber, second by Joyce Key, motion passed  
Ron Granger wanted to mention that Jason's group went to nationals
7. New Business
  - a. Discussion and Action to approve August 2017 Financials – Motion to approve the August 2017 Financials made by Sarah Nielsen , seconded by Andy Key, motion passed
  - b. Discussion and Review of the 2017 Rangely Economic Development Public Forum held September 21<sup>st</sup> – Katelin Cook teleconferenced into the meeting. Brad wished that we could have had more input from the community. Sarah said that the people present at the meet is who usually participates in these type of meetings. Peter said that according to Better City the attendance was the best they have seen including larger areas where they have conducted the forums. Ron Granger said that it might be good to present the results at a community networking meeting. Brad asked if there was anything that surprised anyone, he did not see anything. Brad asked what Better Cities is going to do with the

information. Joyce said that they pretty much recapped the information. Katelin said that she believes that Better City is leaving the ball in our court and wants the community to decide what they would like to see accomplished and use this information as they see fit. Peter said that one of the more popular ideas from the meeting was new office space so that could be a good project that has previously been discussed, walkable main street would be another good project. There are some parts of the street that are walkable, but that could be a good project to start out slowly and make a few blocks walkable and then expand on that. The river accessibility is another idea and the whole trail project is another project. Brad asked if we had a plan for the continuation of the loop trail system. Peter recapped that the next priority segments for the loop trail system was a section planned through Elks Park with the Park and Recreation District and the redevelopment of the trail down Kennedy Drive. Sandy said that another thing that was discussed in the forum was should we prioritize bringing the businesses here first or just try to attract people to Rangely first and then with that causes businesses to become interested because of our population expansion. Sandy had also seen a comment that 75% of vacant homes are foreclosed homes. Karen said that is not completely true, the sales in Town have shown that approx. 10% were foreclosed homes. Peter said that the data that the town of Rangely has seen since 2014 is that we have had a decline in occupancy of 35-40 units which accounts for about 100 fewer people residing in Rangely. Brad said that people should be first, but that we must have businesses that are staples in order to attract those people. Sandy asked if there was any follow up to see if Clarks Market still would like to come in, Peter said yes but Clarks did have concerns about the other provider in Town and what their success would be with another store here. Sandy said their business has had the same difficulties. Konnie said that she feels that there are a variety of reasons why businesses have survived or not. Sarah said that trying to change things up it takes money. Konnie said that if businesses come in they may be able to take the risks. Sandy said that many of the new businesses in Meeker are community members that have started businesses because of their dreams or something that they wanted to do with the community, she does not see that participation here. Andy Key feels there is a lot of interest in an incubator for people exploring new businesses in Town, possibly that would help develop interest in new businesses in town. Joyce said that can we figure out if the empty buildings can be used for office space. Andy said that getting empty buildings occupied will be important for walkability. Konnie said that New Castle is a beautiful town and makes you want to walk because of how they have beautified their community. Brad asked if Katelin had any insight. She felt it really gave her a better view of what we may need to focus on, she was very impressed with the number of people that did attend. Peter said that he felt that Sam Tolley's points were very on point and that we need more people in our community. Peter went on to say that Tiny Homes developers have come to Rangely but they wanted to have the infrastructure developed first to support that kind of venture. Brad wanted to know how we can push to build new homes when so many are vacant. Karen doesn't know if the tiny homes would fit very well because of the cold winters and her perception was that they stage them, they like to be in pretty area's. Joyce wanted to know how we can get the information from the meeting out to the community. Sandy believes that you have to do multiple ways in order to get the word out. Everyone feels the utility billing would be a good way to get the word out. Tim Webber said that we have talked about many things, we need to decide which are our wants and not necessarily our needs. Tim said that if we could expand the aviation programs that could increase jobs which in turn would create the paths, the river walk etc. We do need to focus on our Town and the community's needs, but he believes that this group's focus must be on business and community development which could create the

- jobs. Andy Key said that the broadband has to recognize that we must get our services useable and market them. Tim said that we need to get the biggest hanger built and get that project off. Tim said that we need to get maybe some help from our congressman and state and federal governments.
- c. Discussion to proceed with a combined strategy session on one evening on one of the following dates; ~~November 6, 7, 15 or 16 — 2017~~ Tuesday, **December 5, 2017** from 6-9PM
  - d. Update on the Façade and Business Development Grant Totals – Peter recapped the progress on the grants.
  - e. Discussion and Referral of Resolution 2017-08 further defining the configuration of the RDA Board. This action reflects a motion on August 10, 2017 to reduce the board size from 13 to 11 members and follow the statutory guideline of having a single Special District representative selected jointly by the special districts at-large. (Draft Resolution Attached) Peter said that Dan Wilson prepared this resolution. Peter would like the group to recommend the approval. Ron Granger said that if he could get a list from he would be happy to facilitate and help the special districts get a representative. Lisa will provide this information to Ron Granger. Peter said within the resolution the risk to have more or less within the group could be a problem when condemning a property as it could be legally challenged. Andy Key and Konnie Billgren think we should wait until the special district chooses an at-large representative. We will table this resolution until we can get a consensus. Sandy would like a deadline so we can move forward.
  - f. Update on the MRO project (Katelin Cook and Tim Webber) – Katelin is going to give an update on Avionics Specialist. They are very interested in partnering with CNCC and being able to match up with college grads to be able to help them hit the ground running. This company is based out of Fort Collins. Ron Granger said that some believe that a UAV program will be based in Craig which is not completely true, Ron said that the partners with metro wanted to have the program in Rangely and Craig. If we could get the MRO initiated we have another company that wants to be involved in the repair and maintenance. Ron said that there are a lot of things that need to fall into place but it should go very quickly. Ron said that the program can be put in other places. Brad wanted to know what CNCC needs from the RDA. Ron said right now the only thing is that they need a place to have this type of operation. Andy Key asked if it would have to be at the airport, or close to the college. Jason said that there are certain regulations, one is that technically it needs to be three miles outside of the airport, there are some doing experiments close to the airport which we could do. Jason said that the avionics should be at the airport but that the drones could be at the campus. Ron said that the drones have had a grant applied for \$250,000 which we will not know about until after January. If that grant is successful then another grant for \$450,000 to keep the program going. Andy Key asked what everyone feels about getting a building or hanger built to accommodate this type of program moving. Ron thinks that the companies who want to come here should have an investment in this community, and any help from this community would be a plus. Joyce wants to see the Town have an investment as well. Ron said that it should be after the first of the year. Tim said he is having a conference call later today with an investor that he would like to get a word version of the better cities MRO and he believes that this investor would like to invest in Rangely. He seems very interested in exploring these possibilities. Ron thinks that any help CNCC can get from the community is great.

~~g. Discussion and Action to refer nominee Jason Krueger to the Mayor and Town Council to fill an RDA/RDC Board vacancy.~~

8. Information

9. Adjourn

Meeting adjourned at 8:40



6 – Old Business  
7- New Business

TOWN OF RANGELY  
BALANCE SHEET  
SEPTEMBER 30, 2017

ECONOMIC DEVELOPMENT FUND/RDA

<u>ASSETS</u>			
73-10100	CASH - COMBINED FUND	247,747.68	
73-10116	INVEST SEC DEPOSITS	4,450.00	
73-11121	N/R SENERGY	120,000.00	
73-11513	FNBR CD 102943	12,668.91	
73-13120	INTEREST RECEIVABLE	14.82	
	TOTAL ASSETS		384,881.41
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
73-21500	ACCOUNTS PAYABLE	10,741.56	
73-23172	SECURITY DEPOSIT RESERVED	4,450.00	
	TOTAL LIABILITIES		15,191.56
<u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE:		
73-29800	FUND BALANCE	379,653.31	
	REVENUE OVER EXPENDITURES - YTD	( 9,963.46)	
	BALANCE - CURRENT DATE	369,689.85	
	TOTAL FUND EQUITY		369,689.85
	TOTAL LIABILITIES AND EQUITY		384,881.41

TOWN OF RANGELY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
73-30-100 HOUSING REVENUE	5,175.00	41,033.50	55,000	13,966.50	74.61
73-30-200 INTEREST EARNINGS CD	.00	55.83	100	44.17	55.83
73-30-500 MISCELLANEOUS INCOME	.05	20,678.65	26,000	5,321.35	79.53
TOTAL REVENUES	5,175.05	61,767.98	81,100	19,332.02	76.16
TOTAL FUND REVENUE	5,175.05	61,767.98	81,100	19,332.02	76.16

TOWN OF RANGELY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
73-40-220 PROF/TECH SERVICES	6,173.42	18,737.85	26,000	7,262.15	72.07
73-40-250 HOUSING MANAGEMENT EXPENSE	4,723.48	37,147.78	45,000	7,852.22	82.55
73-40-255 HOUSING RENTAL EXP/FEE	( 166.00)	.00	0	.00	.00
73-40-260 HOUSING MAINT/REPAIRS	4.49	1,393.69	2,000	606.31	69.68
73-40-270 UTILITIES	20.64	165.12	200	34.88	82.56
73-40-300 MARKETING	.00	1,275.00	1,500	225.00	85.00
73-40-301 GRANT EXPENSES	3,207.00	13,012.00	50,000	36,988.00	26.02
TOTAL OPERATING EXPENSES	13,963.03	71,731.44	124,700	52,968.56	57.52
<u>CAPITAL IMPROVEMENTS</u>					
73-40-700 CAPITAL OUTLAY	.00	.00	5,000	5,000.00	.00
TOTAL CAPITAL IMPROVEMENTS	.00	.00	5,000	5,000.00	.00
TOTAL EXPENDITURES	13,963.03	71,731.44	129,700	57,968.56	55.31
TOTAL FUND EXPENDITURES	13,963.03	71,731.44	129,700	57,968.56	55.31
NET REVENUE OVER EXPENDITURES	( 8,787.98)	( 9,963.46)	48,600-	( 38,636.54)	( 20.50)

RDA BUSINESS IMPROVEMENT AND FAÇADE GRANT 2017									
	NAME	TYPE	DATE APPROVED	AMOUNT APPROVED			PAYMENTS		
	ELAINE URIE	FAÇADE (50/50)	5/11/2017	7,500.00			DATE	AMOUNT	
							8/31/2017	7,500.00	
	GIOVANNI'S	BUSINESS IMPROVEMENT (80/20)	7/13/2017	4,496.00			8/31/2017	2,305.00	
	VICTOR & SHARI SAENZ	FAÇADE (50/50)	7/13/2017	6,040.00			10/13/2017	6,040.00	
	Rebeca Elder/Mike Zadra	FAÇADE (50/50)	7/13/2017	7,500.00			10/25/2017	1,794.00	
				25,536.00				17,639.00	

Date	Journal	Reference	Description	Debit Amount	Credit Amount	Balance
			06/30/2017 (06/17) Balance	.00	.00	.00
			07/31/2017 (07/17) Period Totals ***	.00	.00	.00
08/18/2017*	AP	190.0001	GIOVANNI'S ITALIAN GRILL	2,305.00	.00	2,305.00
08/23/2017*	AP	191.0001	URIE, ELAINE	7,500.00	.00	9,805.00
			08/31/2017 (08/17) Period Totals ***	9,805.00	.00	9,805.00
09/11/2017*	AP	104.0001	SAENZ, VICTOR & SHARI	3,207.00	.00	13,012.00
			09/30/2017 (09/17) Period Totals ***	3,207.00	.00	13,012.00
10/12/2017*	AP	101.0001	SAENZ, VICTOR & SHARI	2,833.00	.00	15,845.00
10/25/2017*	AP	214.0001	EZ AUTO MECHANICS	1,794.00	.00	17,639.00
			10/31/2017 (10/17) Period Totals ***	4,627.00	.00	17,639.00

## 8 – Information