



Town Council Packet

January 28, 2020 @ 7:00pm

Board Work Session RBC Hazard Mitigation Plan and Emergency Operating Plan (Ty Gates)
6:00pm Conference Room



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



Board Work Session RBC Hazard Mitigation Plan and Emergency Operating Plan (Ty Gates)
6:00pm Conference Room

Town of Rangely

January 28, 2020 - 7:00pm

Agenda

Rangely Board of Trustees (Town Council)

ANDY SHAFFER, MAYOR

ANDY KEY, MAYOR PROTEM

TREY ROBIE, TRUSTEE

LUKE GEER, TRUSTEE

TYSON HACKING, TRUSTEE

ALISA GRANGER, TRUSTEE

VACANT

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation**
- 4. Pledge of Allegiance**
- 5. Minutes of Meeting**
 - a. *Discussion and Action to approve the minutes of December 10, 2019*
- 6. Petitions and Public Input**
- 7. Changes to the Agenda**
- 8. Public Hearings - 7:10pm**
- 9. Committee/Board Meetings**
 - a. *Utilities Committee Meeting 01-27-19*
 - b. *Public Safety Committee Meeting 01-27-19*
- 10. Reports From Council**
- 11. Supervisor Reports – See Attached**
 - a. *Chief Hamblin*
- 12. Reports from Officers – Town Manager Update**
- 13. Old Business**
- 14. New Business**
 - a. *Discussion and action to approve the preliminary December 2019 Financial Summary*
 - b. *Discussion and action to approve Resolution 2020-01 adopting the Rio Blanco Multi-Jurisdictional Hazard Mitigation plan in its entirety*

15. Informational Items

- a. DMV Office opening in Meeker*
- b. White River Management Plan*

16. Board Vacancies

- a. Planning and Zoning Board Vacancy*

17. Scheduled Announcements

- a. Community Networking Meeting is scheduled for Jan 27, 2020 at 12:00noon*
- b. Rangely District Hospital board meeting is scheduled for Jan 30, 2020 at 6:00pm*
- c. Rangely Junior College District Board meeting is scheduled for Feb 10, 2020 at 12:00noon*
- d. Rangely District Library Board meeting is scheduled for Feb 10, 2020 is cancelled*
- e. Western Rio Blanco Park & Recreation District Board meeting is scheduled for Feb 10, 2020 at 7:00pm*
- f. Rural Fire Protection District Board meeting is scheduled for Feb 17, 2020 at 7:00pm*
- g. Rio Blanco County Commissioners Board meeting is scheduled for Feb 17 2020 at 11:00am*
- h. Rangely School District Board meeting has been scheduled for Feb 18, 2020 at 6:15pm*
- i. RDA/RDC Board meeting scheduled for Feb 20, 2020 at 7:00am*
- j. Rangely Chamber of Commerce Board meeting is scheduled for Feb 20, 2020 at 12:00noon*
- k. Rio Blanco Water Conservancy District Board meeting is scheduled for Feb 26, 2020 at 6:00pm*
- l. Rangely District Hospital board meeting is scheduled for Feb 27, 2020 at 6:00pm*

18. Adjournment

5 – Minutes

Town of Rangely

January 14, 2020 - 7:00pm

Minutes

Rangely Board of Trustees (Town Council)

ANDY SHAFFER, MAYOR

ANDY KEY, MAYOR PROTEM

TREY ROBIE, TRUSTEE

LUKE GEER, TRUSTEE

TYSON HACKING, TRUSTEE

MATT BILLGREN, TRUSTEE

ALISA GRANGER, TRUSTEE

1. **Call to Order – 7:00pm**
2. **Roll Call –** Andy Shaffer, Trey Robie, Luke Geer, Tyson Hacking & Alisa Granger present. Andy Key & Matt Billgren absent
3. **Invocation –** Led by Tyson Hacking
4. **Pledge of Allegiance -** Led by Lisa Piering
5. **Minutes of Meeting**
 - a. *Discussion and Action to approve the minutes of December 10, 2019 – Motion made by Luke Geer to approve the minutes of December 10, 2019, second by Alisa Granger. Motion passed*
6. **Petitions and Public Input – N/A**
7. **Changes to the Agenda - None**
8. **Public Hearings - 7:10pm**
 - a. *Public Hearing regarding a request for Sewer Easement Vacation on the parcel located at 226 E. Main St., a Metes and Bounds lot, in Section 2, T1N, R102W of the 6th PM, Town of Rangely, Rio Blanco County, Colorado and creation of a larger Utility easement – Jocelyn stated that the sewer easement on the property be vacated. Would like to propose and create a 25' wide utility easement large enough for everything. Would need approval from the Town to vacate the easement. Received letters of support from Don Reed from the utility department and from Bob Kissling from Moon Lake. The adjacent property owners were notified. Tom with Engineering Services was present.*
9. **Committee/Board Meetings - None**
10. **Reports From Council - None**
11. **Supervisor Reports – See Attached**
 - a. *Jeff LeBleu – Jeff reported that they worked on White River Village apartment #15. Took scrap metal to Vernal and used the money for the Christmas party. Routine maintenance. Water line problems at 124 Prospect. Plowed snow on December 24th & 25th. Plow truck was down for about a week, it is now fixed.*

12. Reports from Officers – Town Manager Update – Lisa reported that Petitions are available to pick up. Business over Breakfast will be at the Town. Tri-State announced that they will be closing ColoWyo Coal mine by 2030. Jeannie Caldwell has been hired as the new Marketing Coordinator, her first day will be Jan. 20th. Will be attending the Air & Space Coalition in Denver on Jan. 21- 23. The RDA/RDC will be having a work session Saturday Jan. 18th to set goals for the year. CNCC is sponsoring some classes and they are free. Plan to work on HR policies and updating those. Employee reviews will be done by end of month, will also talk about departmental goals. APCO, finally got our grant from DOLA, will be here February 3-5 to start our consultation for the dispatch. Will have to go to Denver to present for the grant for the water line. CDOT, we have moved past the first round for our grant for Kennedy Drive.

13. Old Business - None

14. New Business

- a. *Discussion and action to approve the Sewer Easement Vacation on the parcel located at 226 E. Main St., a Metes and Bounds lot, in Section 2, T1N, R102W of the 6th PM, Town of Rangely, Rio Blanco County, Colorado and creation of a larger Utility easement* – **Motion made by Tyson Hacking to approve the Sewer Easement Vacation on the parcel located at 226 E. Main St., a Metes and Bounds lot, in Section 2, T1N, R102W of the 6th PM, Town of Rangely, Rio Blanco County, Colorado and creation of a larger Utility easement, second by Trey Robie. Motion passed**
- b. *Discussion and action to approve the December 2019 Check Register* – **Motion made by Alisa Granger to approve the December 2019 Check Register, second by Trey Robie. Motion passed**
- c. *Discussion and action to approve the November 2019 Financial Summary* – **Motion made by Tyson Hacking to approve the November 2019 Financial Summary, second by Luke Geer. Motion passed**
- d. *Discussion and action to approve the Special Event Permit for the Rangely Area Chamber of Commerce Crab Crack on February 8, 2020* – **Motion made by Luke Geer to approve the Special Event Permit for the Rangely Area Chamber of Commerce Crab Crack on February 8, 2020, second by Trey Robie. Motion passed**
- e. *Discussion and action to accept the resignation of Matt Billgren as a trustee for the Town of Rangely effective January 1, 2020.* – **Motion made by Trey Robie to accept the resignation of Matt Billgren as a trustee for the Town of Rangely effective January 1, 2020, second by Alisa Granger. Motion passed**
- f. *Discussion and action to approve the agreement between Rio Blanco County and Town of Rangely to provide Building Inspection services to the Town.* – Lisa stated the contract was more simplistic. We will get to keep our permit fees. **Motion made by Alisa Granger to approve the agreement between Rio Blanco County and Town of Rangely to provide Building Inspection services to the Town, second by Luke Geer. Motion passed**

15. Informational Items

- a. *Public Notice of General Municipal Election to be conducted as a mail ballot Election April 7, 2020*
- b. *Headwaters – 52 Weeks in (1) night 1-15-2020, 5:30-7:30pm Rangely Town Hall*
- c. *Mind Springs @ CNCC - Building Resiliency & Happiness 1-16-20 2:30-4:30pm*
- d. *Mind Springs @ CNCC – Adult Mental Health First Aid Certification 1-24-20 8:30-5:30pm*
- e. *2020 Census Information*
- f. *NW Colorado Air & Space Coalition Denver Tour Jan 21-23, 2020*
- g. *Community Planning for Disaster Recovery 4-24-20 8:00-5:00pm*

16. Board Vacancies

- a. *Planning and Zoning Board Vacancy*

17. Scheduled Announcements

- a. *Rangely Junior College District Board meeting is scheduled for Jan 13, 2020 at 12:00noon*
- b. *Rangely District Library Board meeting is scheduled for Jan 13, 2020 is cancelled*
- c. *Western Rio Blanco Park & Recreation District Board meeting is scheduled for Jan 13, 2020 at 7:00pm*
- d. *RDA/RDC Board meeting scheduled for Jan 16, 2020 is cancelled*
- e. *Rural Fire Protection District Board meeting is scheduled for Jan 20, 2020 at 7:00pm*
- f. *Rio Blanco County Commissioners Board meeting is scheduled for Jan 20, 2020 at 11:00am*
- g. *Rangely School District Board meeting has been scheduled for Jan 21, 2020 at 6:15pm*
- h. *Rangely Chamber of Commerce Board meeting is scheduled for Jan 23, 2020 at 12:00noon*
- i. *Rio Blanco Water Conservancy District Board meeting is scheduled for Jan 22, 2020 at 6:00pm*
- j. *Community Networking Meeting is scheduled for Jan 28, 2020 at 12:00noon*
- k. *Rangely District Hospital board meeting is scheduled for Jan 30, 2020 at 6:00pm*

18. Adjournment – 7:53pm

ATTEST:

RANGELY TOWN COUNCIL

Marybel Cox, Clerk

Andrew Shaffer, Mayor

- 8 – Public Hearings
- 9 - Comittee Meeting
- 10 - Report from Council
- 11 - Reports from Supervisors

12 – Reports from Officers

13 – Old Business

14 – New Business

Income Statement

Town of Rangely

Month Ending December 2019

GENERAL FUND Revenue	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Revenue	Budget 2019	% of Budget Expended
Taxes	\$1,495,661	48%	\$1,398,400	106.96%
Licenses and Permits	\$8,534	0%	\$9,700	87.98%
Intergovernmental Revenue	\$1,135,305	36%	\$1,105,000	102.74%
Charges for Services	\$310,008	10%	\$400,229	77.46%
Miscellaneous Revenue	\$177,857	6%	\$134,200	132.53%
Total General Revenue	\$3,127,365	100%	\$3,047,529	102.62%
GENERAL FUND Operating Expenses	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Expenses	Budget 2019	% of Budget Expended
Town Council	\$27,575	1%	\$48,862	56.44%
Court	\$19,629	1%	\$24,375	80.53%
Administration	\$206,029	7%	\$233,908	88.08%
Finance	\$219,075	7%	\$209,956	104.34%
Building & Grounds	\$312,394	10%	\$295,170	105.84%
Economic Development	\$191,958	6%	\$325,732	58.93%
Police Department	\$1,048,497	34%	\$876,926	119.57%
Animal Shelter	\$49,953	2%	\$50,420	99.07%
Public Works	\$406,773	13%	\$435,474	93.41%
Foundation Trans. & Non Depart. Transfer	\$165,763	5%	\$320,229	51.76%
Total Capital Improvements	\$393,763	13%	\$557,960	70.57%
Total General expenses	\$3,041,410	100%	\$3,379,012	90.01%
Net Revenue over Expenditures	\$85,955	100%	(\$331,483)	-25.93%
WATER FUND Revenue	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Revenue	Budget 2019	% of Budget Expended
Water Revenue	\$861,417	100%	\$908,750	94.79%
WATER FUND Operating Expenses	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Expense	Budget 2019	% of Budget Expended
Water Supply	\$434,651	57%	\$413,137	105.21%
Water Supply Capital Expense	\$8,810	1%	\$10,000	88.10%
Water Fund Dept. Transfers and Conting.	\$189,357	25%	\$271,739	69.68%
PW - Transportation & Distribution	\$81,568	11%	\$97,829	83.38%
PW - Transportation & Distrib. Capital Exp	\$0	0%	\$0	0.00%
Raw Water	\$41,557	5%	\$42,819	97.05%
Raw Water Capital Expense	\$0	0%	\$7,000	0.00%
Total Water expenses	\$755,944	100%	\$842,524	89.72%
Net Revenue over Expenditures	\$105,473	100%	\$66,226	159.26%
GAS FUND Revenue	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Revenue	Budget 2019	% of Budget Expended
Gas Revenue	\$1,111,982	100%	\$1,117,376	99.52%
GAS FUND Operating Expenses	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Expense	Budget 2019	% of Budget Expended
Gas Expenses	\$838,834	82%	\$870,687	96.34%
Gas Capital Expense	\$0	0%	\$0	#DIV/0!
Total Transfers	\$180,000	18%	\$180,000	100.00%
Total Selling Expenses	\$1,018,834	100%	\$1,050,687	96.97%
Net Revenue over Expenditures	\$93,148	100%	\$66,689	139.68%
Wastewater FUND Revenue	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Revenue	Budget 2019	% of Budget Expended
Wastewater Revenue	\$417,619	100%	\$478,227	87.33%
Wastewater FUND Oper Expenses	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Expense	Budget 2019	% of Budget Expended
Wastewater Expenses	\$205,230	53%	\$217,417	94.39%
Wastewater Capital Expense	\$122,155	32%	\$150,000	81.44%
Total Transfers	\$60,000	15%	\$60,000	100.00%
General Fund Loan	\$0	0%	\$26,447	0.00%
Total Selling Expenses	\$387,384	100%	\$453,864	85.35%
Net Revenue over Expenditures	\$30,235	100%	\$24,363	124.10%

Town of Rangely

Month Ending December 2019

Rangely Housing Auth Revenue			2019 BUDGET	
	YTD Amount	% of Revenue	Budget 2019	% of Budget Expended
Rangely Housing Auth Revenue	\$200,333	100%	\$270,000	74.20%
Rangely Housing Auth Oper Expenses	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Expense	Budget 2019	% of Budget Expended
Rangely Housing Auth Expenses	\$132,979	81%	\$163,019	81.57%
Housing Authority Capital Expense	\$21,830	13%	\$35,000	62.37%
Debt Service and Transfers	\$10,008	6%	\$66,000	15.16%
Total Expense	\$164,817	100%	\$264,019	62.43%
Net Revenue over Expenditures	\$35,515	100%	\$5,981	593.80%
Fund for Public Giving Revenue	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Revenue	Budget 2019	% of Budget Expended
Fund for Public Giving Revenue	\$1,154	100%	\$2,000	57.72%
Fund for Public Giving Oper Expenses	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Expense	Budget 2019	% of Budget Expended
Fund for Public Giving Expenses	\$10	100%	\$2,000	0.50%
Net Revenue over Expenditures	\$1,144	100%	\$0	0.00%
Economic Development Revenue	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Revenue	Budget 2019	% of Budget Expended
RDA Revenues	\$67,171	100%	\$87,700	76.59%
Economic Development Oper Expenses	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Expense	Budget 2019	% of Budget Expended
RDA Expenses	\$60,412	100%	\$77,500	77.95%
RDA Capitol Expense	\$0	100%	\$0	0.00%
Total Expense	\$60,412	100%	\$77,500	77.95%
Net Revenue over Expenditures	\$6,759	100%	\$10,200	66.26%
Conservation Trust Revenue	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Revenue	Budget 2019	% of Budget Expended
Conservation Trust Revenue (Grant \$136K)	\$13,839	100%	\$12,225	113.20%
Conservation Trust Oper Expenses	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Expense	Budget 2019	% of Budget Expended
Conservation Trust Expenses	\$2,000	100%	\$10,000	0.00%
Net Revenue over Expenditures	\$11,839	100%	\$2,225	532.08%
Housing Assistance Revenue	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Revenue	Budget 2019	% of Budget Expended
Housing Assistance Revenue	\$63,844	100%	\$21,000	304.02%
Housing Assistance Oper Expenses	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Expense	Budget 2019	% of Budget Expended
Housing Assistance Expenses	\$0	100%	\$2,000	0.00%
Net Revenue over Expenditures	\$63,844	100%	\$19,000	336.02%
Rangely Develop Corp Revenue	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Revenue	Budget 2019	% of Budget Expended
Rangely Develop Corp Revenue	\$11,545	100%	\$20,500	56.32%
Rangely Develop Corp Expenses	YTD ACTUAL		2019 BUDGET	
	YTD Amount	% of Expense	Budget 2019	% of Budget Expended
Rangely Develop Corp Expenses	\$6,386	100%	\$18,500	34.52%
RDC Capitol Expense	\$0	100%	\$0	0.00%
Total Expense	\$6,386	100%	\$18,500	34.52%
Net Revenue over Expenditures	\$5,159	100%	\$2,000	0.00%

INCOME STATEMENT ROLL-UP	Actual YTD		Budget YTD	
Total Revenues	\$5,876,268		\$5,965,307	98.51%
Total Expenses	\$5,437,197		\$6,100,106	89.13%
Net Revenue over Expense	\$439,071		-\$134,799	-325.72%

TOWN OF RANGELY
RESOLUTION 2020-01

WHEREAS, the Federal Disaster Mitigation Act of 2000 was signed into law on October 30, 2000, placing new emphasis on state and local mitigation planning for natural hazards and requiring communities to adopt a hazard mitigation action plan to be eligible for pre-disaster and post-disaster federal funding for mitigation purposes; and

WHEREAS, a Multi-Jurisdictional Hazard Mitigation Plan was prepared by Rio Blanco County with assistance from JEO Consulting Group, Inc., which includes the Town of Rangely

WHEREAS, the purpose of the mitigation plan was to lessen the effects of disasters by increasing the disaster resistance of the County and participating jurisdictions located within the County by identifying the hazards that affect the Town of Rangely and prioritize mitigation strategies to reduce potential loss of life and property damage from those hazards, and

WHEREAS, FEMA regulations require documentation that the plan has been formally adopted by the governing body of the Town of Rangely in the form of a resolution and further requesting approval of the plan at the Federal Level; and

NOW, THEREFORE, the governing body of the Town of Rangely does herewith adopt the Rio Blanco County Multi-Jurisdictional Hazard Mitigation Plan in its entirety; and
28th day of January, 2020.

INTRODUCED, READ, APPROVED AND ORDERED PUBLISHED ON THIS FIRST AND FINAL READING as Resolution No. 2020-01 at a regularly scheduled meeting of the Board of Trustees of the Town of Rangely on the 28th day of January, 2020, in the Town Council Chambers, 209 E. Main, Rangely, Colorado, at the hour of _____p.m., or as soon thereafter as it may be heard.

BOARD OF TRUSTEES
TOWN OF RANGELY

ATTEST:

BY: _____
Marybel Cox, Clerk/Treasurer

BY: _____
Andy Shaffer, Mayor

15 – Informational Items



POP UP

Driver License Office

MEEKER

Thursday, 2/20/20
12:30-4:30pm



Friday, 2/21/20
8:30am-12:30pm



myDMV.Colorado.gov

35 online services

♦ LIMITED SERVICES OFFERED ♦

License, ID card & CDL renewals;

new ID cards; DOT medical cards; name

changes; records & out-of-state transfers!

Payment methods:

♦ Debit cards ♦ Credit cards ♦ Check

Future pop-ups in Meeker:

- ♦ March 19-20
- ♦ April 16-17
- ♦ May 7-8



555 Main St.
Meeker, CO
81641

January 29th
Buford School House 1:00 p.m.
Rangely CNCC Weiss Conference Room 6:00 p.m.

Should There Be A Water Management Plan Developed On The White River?

The State of Colorado adopted the Colorado Water Plan in 2016. The Plan proposes to create a water management roadmap to achieve a productive economy, vibrant and sustainable cities, productive ag, a strong environment and a robust recreation industry. Specific to protecting and enhancing stream flows, the plan calls for 80% of locally prioritized rivers to be covered by Stream Management Plans (SMP) by 2030.

Through this effort, locally led groups are encouraged to develop plans that will help meet the above 80% goal. The Water Plan initially encouraged only SMPs using biological, hydrological, geomorphological and other data to assess the flows or other physical conditions that are needed to support collaboratively identified environmental and/or recreational values.

However, experience across the State has shown the need to incorporate a more holistic approach including consumptive uses (agriculture, municipalities, energy, etc.). These types of plans are often called an Integrated Water Management Plan (IWMP). The local community is encouraged to determine what they want to accomplish and then find the right planning effort to help them achieve their goals.

The White River and Douglas Creek Conservation Districts embarked on an effort in 2019 to identify what local needs can be met through the development of a plan and to determine community support for this effort. The Districts are working with a Planning Advisory Committee (PAC) made up of 16 individuals representing agriculture, municipalities, industry, environment, recreation, and land/water right holders. The Committee is well balanced geographically within Rio Blanco County and members have strong knowledge of water rights, water quality and quantity concerns, water planning efforts, and local customs and cultures.

During December, District staff conducted approximately twenty-five interviews of local citizens identified by the Committee. Questions developed by the Committee were used for the interviews. The information gathered from the interviews are being used to develop a starting point for the much broader discussion within the community during January.

For those of you who did not attend the January 22nd input sessions, please join us to provide your input regarding a water management planning on the White River on Wednesday, January 29th in one of two locations. Join us at the Buford School House at 1:00 p.m. or in Rangely at 6:00 p.m. at the CNCC Weiss Conference Room.

More information on the process and Planning Advisory Committee is available on the Districts' website at www.whiterivercd.com. Please contact the District office at 970-878-9838 with any questions. We look forward to your input.

PREMIERE SCREENING OF

SPRING FROM THE TANK

01.27.2020 | 7pm

Rangely High School Auditorium

16

