



Town of Rangely

RDA Packet
August 19, 2021 - 7:30am





(RDA)

Town of Rangely Conference Room

**** August 19, 2021 @ 7:30 a.m. ****

Agenda

Andrew Key, Chairman

**Keely Ellis – Vice Chair
Karen Reed
Emma Baker**

**Sara Peterson
Ryan Huitt
McKenzie Webber**

Ex-Officio

**Rio Blanco County Commissioner – Jeff Rector
School District Representative – Sara Nielsen
RJCD Board Representative – Lisa Jones
Rangely Special Districts – John Payne**

1) Call to Order

2) Roll Call

3) Minutes of Meeting

a) Discussion and Action to approve the minutes of July 19, 2021.

4) Changes to the Agenda

5) Public Input

6) Old Business

7) New Business

a) Discussion and Action to approve July 2021 Financials.

b) Discussion and Action Discussion and action to approve grant applications by the Rangely Businesses for the Main Street Open for Business façade grants for individual grants no greater than \$150,000 and as a community no more than \$1,000,000 in total grants. The Town of Rangely RDA/RDC will act as the advisory and fiduciary agent for the businesses on these grant applications

8) Committee & Project Updates

 **Main Street:** Jeannie Caldwell, Lisa Piering

 **Mountain Bike Trails:** Keely Ellis, Jeannie Caldwell, Lisa Piering

 **Airport:** Jeff Rector, Keely Ellis, Lisa Jones



- ✚ **Cyber Security:** Jeannie Caldwell, Lisa Jones, McKenzie Webber;
- ✚ **Fiber Optic-Marketing:** Andy Key, Lisa Jones, Jeff Rector;
- ✚ **Outdoor Rec. – Tourism:** McKenzie Webber, Andy Key, Ryan Huitt;
- ✚ **Investment Opportunity:** Jeannie Caldwell, Karen Reed, Lisa Piering

9) **Information**

Adjourn



(RDA)

Town of Rangely Conference Room

**** July 15, 2021 @ 7:30 a.m. ****

Minutes

Andrew Key, Chairman

**Keely Ellis – Vice Chair
Karen Reed
Emma Baker**

**Sara Peterson
Ryan Huitt
McKenzie Webber**

Ex-Officio

**Rio Blanco County Commissioner – Jeff Rector
School District Representative – Sarah Nielsen
RJCD Board Representative – Lisa Jones
Rangely Special Districts – John Payne**

- 1) **Call to Order** – 7:31am
- 2) **Roll Call** – Keely Ellis, Karen Reed, Emma Baker, Sara Peterson, Ryan Huitt, McKenzie Webber, Sarah Nielsen, Lisa Jones, John Payne present. Andrew Key absent
- 3) **Minutes of Meeting**
 - a) *Discussion and Action to approve the minutes of June 10, 2021.* – **Motion made by Keely Ellis to approve the minutes of June 10, 2021, second by McKenzie Webber. Motion passed**
- 4) **Changes to the Agenda** - None
- 5) **Public Input** – Ron Granger told the board that he was thankful for being on this board.
- 6) **Old Business** - None
- 7) **New Business**
 - a) *Discussion and action to accept Dr. Lisa Jones as the RJCD representative to the Rangely Development Association Board* – **Motion made by Ron Granger to accept Dr. Lisa Jones as the RJCD representative to the Rangely Development Association Board, second by Sara Peterson. Motion passed**
 - b) *Discussion and Action to approve June 2021 Financials.* – **Motion made by McKenzie Webber to approve the June 2021 Financials, second by Sara Peterson. Motion passed**



8) Committee & Project Updates

- ✚ **Main Street:** Jeannie Caldwell, Lisa Piering – *Façade and Energy Grants thru Main Street. Working on the criteria and could get up to \$1 million. Finishing up the parklet out in front of Town Hall. Starting to look at getting Kennedy Bike Path fixed. Rangely District Hospital is working on the North Park thru grant. East End entrance is working thru designs and working with CDOT. Alive After Five has been rescheduled for next month.*
- ✚ **Mountain Bike Trails:** Keely Ellis, Jeannie Caldwell, Lisa Piering – *Jocelyn has spoke with BLM. There are new residents that are wanting to help.*
- ✚ **Airport:** Jeff Rector, Keely Ellis, Lisa Jones – *None*
- ✚ **Cyber Security:** Jeannie Caldwell, Lisa Jones, McKenzie Webber – *CNCC will be offering classes this fall. There was a Boot Camp in Craig, 10 kids participated, 4 from Rangely.*
- ✚ **Fiber Optic-Marketing:** Andy Key, Lisa Jones, Jeff Rector – *Talking with the county to finish fiber within the Town.*
- ✚ **Outdoor Rec. – Tourism:** McKenzie Webber, Andy Key, Ryan Huitt – *Continue to work on maps*
- ✚ **Investment Opportunity:** Jeannie Caldwell, Karen Reed, Lisa Piering – *There are funding opportunities available out there*

- 9) **Information** – Sea Plane will be held July 17th. August 21 is Becky's Walk. Rangely School District will start school the week of August 16th and CNCC will begin August 23rd. John Payne reported that the Hospital has renegotiated their Bond and the interest rate had been reduced and will save about \$2.7 million and will help the mill levy go down.

Adjourn – 8:34am

TOWN OF RANGELY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2021

ECONOMIC DEVELOPMENT FUND/RDA

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUES</u>					
73-30-100	HOUSING REVENUE	5,175.00	36,225.00	62,500	26,275.00	57.96
73-30-200	INTEREST EARNINGS CD	.00	11.70	200	188.30	5.85
73-30-500	MISCELLANEOUS INCOME	.04	.33	62,500	62,499.67	.00
	TOTAL REVENUES	5,175.04	36,237.03	125,200	88,962.97	28.94
	TOTAL FUND REVENUE	5,175.04	36,237.03	125,200	88,962.97	28.94

TOWN OF RANGELY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2021

ECONOMIC DEVELOPMENT FUND/RDA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
73-40-220 PROF/TECH SERVICES	10.75	78.24	4,500	4,421.76	1.74
73-40-250 HOUSING MANAGEMENT EXPENSE	3,914.00	27,110.59	45,000	17,889.41	60.25
73-40-260 HOUSING MAINT/REPAIRS	.00	281.54	2,000	1,718.46	14.08
73-40-270 UTILITIES	.00	.00	100	100.00	.00
73-40-300 MARKETING	24.53	24.53	25,000	24,975.47	.10
TOTAL OPERATING EXPENSES	3,949.28	27,494.90	76,600	49,105.10	35.89
<u>CAPITAL IMPROVEMENTS</u>					
73-40-700 CAPITAL OUTLAY	1,481.59	34,582.14	62,500	27,917.86	55.33
TOTAL CAPITAL IMPROVEMENTS	1,481.59	34,582.14	62,500	27,917.86	55.33
TOTAL EXPENDITURES	5,430.87	62,077.04	139,100	77,022.96	44.63
TOTAL FUND EXPENDITURES	5,430.87	62,077.04	139,100	77,022.96	44.63
NET REVENUE OVER EXPENDITURES	(255.83)	(25,840.01)	13,900-	11,940.01	(185.90)

Main Street: Open for Business - FAQs

Administration

- What is the match?
20% of the grant total, less with demonstrated need.
- What is the limit?
Individual projects are estimated to range between \$10,000 and \$150,000; anticipated average award of \$50,000. Total award limit is \$1,000,000.
- Can we commit or obligate the funds but spend them after June 30, 2022?
No. All funds must be spent by June 30, 2022.
- Could you clarify administrative costs?
Up to 5% of the grant award can be used to cover administrative costs. Administration can be handled by the granted entity, or can be completed by a partner entity, such as the local nonprofit Main Street program; a hired contractor; or partner agency, such as a council of government.
- Can local ARP funds be used as match?
Recipients should check U.S. Treasury guidance on the DOLA website and their own legal counsel. Note that if federal funds are used, Section 106 rules must be followed, causing possible delays.

Eligible Buildings/Businesses

- Are strip malls eligible?
Not likely. The intent of funds is to invest in small businesses in downtowns and create a ripple effect of property investment.
- Are vacant buildings eligible?
Maybe - If business will open by June 30, 2022, and applicant can demonstrate its potential impact to improve the downtown.
- Will all buildings/businesses in a grant application be awarded funds?
It is our hope to award complete proposals; however, any proposed building/business may not be funded due to ineligible expenses or lack of clear return on investment (increased sales/jobs, decreased energy costs). Proposals should reflect a package of projects that will be a catalyst for further investment in downtowns, and make an appreciable difference in the town's aesthetics.
- What is your definition of "small, local business"?
Generally, a locally owned business in the permanent building stock of downtowns that can demonstrate increased sales revenue/jobs and decreased energy costs (retail, restaurant, salons, etc.)

- Are buildings with second-floor tenants eligible?
Yes, if there is a business open on the first floor that can demonstrate the metrics for return on investment.
- Are municipal/county buildings eligible?
Not likely. The intent of funds is to invest in small businesses in downtowns and create a ripple effect of property investment. If the building rents space to businesses, it may be eligible. Public/nonprofit theaters may also be eligible.
- What is your definition of “downtown”?
Typically, a downtown district will meet *two or more of the following*: the city’s historic area of commerce; may be the area around the courthouse or city square; commercial area for the community; buildings of historical significance, but not primarily residential; areas included in or contiguous to the economic center of the community; and the retail area for the community that does not include single-family dwellings.
- Do buildings have to be historic or in a historic district?
No. Buildings should be in a traditional downtown (see above).

Design / Eligible Expenses

- **What are the basic design review expectations of the grant program?**
 - Compliance with all local design guidelines and local protocol for all building improvements including obtaining any required permits and approval of desired improvements (such as Historic Preservation Commission and/or Design Committee).
 - All designs are subject to recommendations by the Open for Business Grant Review Committee. All applicants are encouraged to reach out to the Colorado Main Street team for review of proposed changes, especially if there is no local review process.
- **What if the building is on the State or National Register, and/or has received State Historical Fund grants in the past?**
All work on buildings on the State or National Register must follow the Secretary of the Interior’s Standards, and proposed work is subject to review by History Colorado.
- **What does it mean if a project is using federal funds as a match and Section 106 review rules apply?**
Any use of federal funds on a project requires determination of historic eligibility. While Colorado Main Street will have a consultant to help with some of this review, capacity is limited and this may cause delays in projects. An exception would be if a building is already listed on the National or State Register (or in a National or State District), in which case, work may proceed along Secretary of the Interior’s Standards.
- **Will you fund private outdoor dining spaces?**

The project would also need to enhance the aesthetics of the building/business and downtown, as that (along with energy efficiency) is the primary purpose of the grants. Another option to expand outdoor seating if the expanded area is municipal right-of-way and open to the public is the CDOT Revitalizing Main Street grant (<https://www.codot.gov/programs/revitalizingmainstreets>). If the property is privately owned, the City would have to have an open application and selection process to award specific businesses.

- **Will the addition of “garage doors” in place of windows qualify as an eligible expense?**

It depends. All designs should keep in mind the above guidelines regarding local design commissions and the Secretary of Interior's Standards for designated buildings. We also advise design appropriateness and authenticity, respecting the building's past and future. Any questions as to appropriateness should be directed to Main Street Architect Larry Lucas, larry.lucas@state.co.us.

- **Some of our buildings are close to the CDOT ROW so construction work might need temporary construction easement.**

DOLA Main Street will connect with CDOT to explain the project and offer any requested input.

- **Can we submit two separate applications, if our community has two business corridors that could meet the definition of a historic district?**

The maximum award will still be \$1 million dollars for the municipality. Even if they are separate URAs, etc. only one application by the Town will be accepted.