

**Pagosa Springs Community Development Corporation**

**Work Session Notes, November 28, 2017**

**In Attendance:** Jason Cox, Neal Johnson, Mike Dreyspring, Jodi Scarpa, Sherry Waner, Nicole DeMarco – 11:50

**Absent:** Laura Mijares, Mike Heraty, Michael Whiting

**Guests & Staff:** Laura Lewis-Marchino – Region 9, Mary Jo Coulehan – Chamber of Commerce

The meeting began at 11:08 a.m.

The group reviewed the October CDC Work Session notes. There were no changes to the notes.

**Financials**

* The financials up to November were reviewed. There were no outstanding questions or concerns.
* The question came up if the board members’ hours were recorded as volunteer hours. Mary Jo said at this time they were not. She can go back to the attendance records and allot hours to each board member and then apply that to an hourly rate. It was determined to use $35/hour. In the future, board members should also keep time on what they spend on subcommittees and CDC projects. Mary Jo will have a total by the end of the year.
* Not all of the invoices are in for 2017 broadband work. We will try and get those and then bill the town and county for the unused portion of the allocated money for 2017 so that we can pay any remaining bills for broadband in 2018. These funds will be restricted.
* Mary Jo will also create an invoice for the work that she has done on the Broadband RFI.

**Chamber Update**

* Mary Jo referred the board to her monthly report.
* She has spoken with 2 people interested in purchasing downtown businesses and one wanting to upgrade a building in the downtown area to utilize geothermal. She is helping them with tax credits and any other funding sources for historical buildings. Mike D. indicated that LPEA renovation funds are no longer available. Laura Lewis Marchino mentioned the CPACE program. There are also other opportunities out there and Mary Jo will be meeting with Sherry and Roxanne with 1s Southwest to find out about any other programs such as CDFI funds.

**Broadband**

* The RFI is almost complete. It was determined that we would look for a full-time project manager. Mary Jo and Jason to complete the job description by early December. Will need to look at a salary range depending on how much money comes in from the Town and County and the skill set of the coordinator and what is asked of them.
* Mike D. mentioned that he, Roger Zalneraitis from The Alliance and Miriam Gillow-Wiles from the SWCOG went to Montrose to visit with DMEA and Region 10 about their broadband project. It seems like they are competing for services. It would be wise to not overspend and not duplicate services. There is talk about whether broadband should become a utility or not; i.e., form a telephone/broadband co-op, lengthen the terms of the payback for the investment and treat like an electric co-op. LPEA might be able to resell open network fiber. This would be done through FastTrack. Certainly room for discussion.

**Data Analytics**

* Mike H. was not able to be in attendance at the work session to report out. However, the board was hoping to have the RFI for data analytics study to be done within the 1st quarter of 2018.
* It has not been determined how much money if any will be allocated by the Town and County for this project. Money has been set aside in the PSAT budget. At this time it looks like $30 K total has been allocated to the CDC which would include operating funds and money for data analytics as requested.

**New Business**

* The meeting dates for 2018 were discussed . The days and months for the regular meetings and work sessions will remain the same. They are as follows:
  + **Regular Meetings:** To be held on the 2nd Wednesday of every **odd** month (except November) beginning in January from 5:30 – 7:30 p.m. at the Chamber of Commerce conference room (except the annual meeting in May). Meeting dates are: January 10, March 14, May 9, July 11, September 12, November 7
  + **Work Sessions:** To be held the 4th Tuesday of every month from 11:00 a.m. – 1 p.m. at 1st Southwest Bank except for December. Work session dates are:January 23, February 27, March 27 (this is Pagosa’s spring break week), April 24, May 22, June 26, July 24, August 28, September 25, October 23, November 27, and December 18.
  + The annual meeting will be held on May 9, 2018 with the location still to be determined.
* Mary Jo mentioned that there are still funds available to be loaned out from the CDC microloan proram. Is it possible to resurrect the Loan committee. We are in need of a couple of members with Jimmy representing the CDC leaving the committee. Jodi volunteered to sit on the committee and she will come up for approval at the regular board meeting in January. We should also have another community representative. Sherry and Mary Jo will offer some suggestions and will then convene a meeting in January.
* Neal mentioned that he has met with Mark Weiler about the CMC proposal. It looks like there is good community support from town, county and the school. The CMC meeting that was scheduled on November 29 needed to be postponed and a new date will be set for January.

With no further business, the work session was adjourned at 1:12 p.m.