**Pagosa Springs CDC Regular Meeting**

**September 12, 2018**

**Pagosa Springs Chamber of Commerce Conference Room**

**Board in Attendance:** Jodi Scarpa, Jim Garrett, Matt DeGuise

**Board Absent:** Mike Heraty, Michael Whiting, Mike Dreyspring, Laura Mijares, Sherry Waner, Neal Johnson

**Staff & Guests:** Mary Jo Coulehan – PSCOC, Rich Lindblad – The Lindblad Group, Chris Mannara – The Pagosa SUN, Todd Starr – Archuleta County, Brian Rose – Region 9

A quorum was NOT established; however, the meeting was called to order at 5:37 p.m. Approval of the meeting minutes from July 11, 2018 could not be conducted.

Mary Jo handed out the new CDC board books that were created. The books contain a board directory, subcommittees, membership application and information, by-laws, policies and procedures, strategic plan, and budgets. The board is encouraged to build on the content of this book. These books will be given out to all new board members when they are elected onto the CDC board.

Mary Jo also handed out some information on the state-wide ballot initiatives.

There is still one conflict of interest form that is missing from the board and that is from Laura Mijares. Mary Jo will collect from her when she is next at a meeting.

**Broadband Update**

* Rich reviewed his visit to other communities that have really built-out broadband.
* He and Eric Hittle are working with Sam at the County GIS to implement “Viewshed” which is the ARC GIS software that will help determine the current broadband infrastructure in Archuleta County.
* There was a discussion about if towers are planned for, that we don’t leave out cell or emergency services.
* They have met with Skywerx and are looking to see what equipment would fit in the various locations throughout the county. They will also speak with other providers.
* USA Communications is coming in next week to complete the SCAN contract.
* Jim asked about public vs. private investment. Rich indicated that public contribution in the form of grants was critical to incent the ISP providers and minimize the risk. The private ISP providers will own and maintain the infrastructure.
* Todd Starr mentioned that he thought the county might be installing 3-phase electric out Cloman Blvd. Can fiber be hung instead of running fiber at a cost savings? These are issues that will be determined when the proposal is submitted and prioritized.

**Financials**

* Approval of the most financials could not be conducted.
* Mary Jo spoke with Jenny and Brian about the potential loan loss that the CDC had budgeted for. Region 9 is not expecting any payback and the CDC should book the loss.
* **Budget Review**
	+ The budget could also not be approved due to the lack of a quorum. However there was a discussion about several of the internal categories.
	+ With membership being increased so much, the group needs to come up with a plan for increasing membership dues.
	+ Jim mentioned that he attended the Alliance meeting in Durango on September 11 and felt that it was a very informational meeting. There were many report-outs from the various community groups. We should try and have this forum perhaps at a breakfast meeting perhaps once a quarter.
	+ Jodi suggested that the CDC meet in October to create a plan to attract more investors. We will also need to approve the budget and hear the broadband plan at this time.

Brian Rose from Region 9 gave an update of the Opportunity Zone information, distributed some new maps outlining EZ and OZ districts and spoke about how some communities are working to put together a prospectus for OZ projects. The Alliance and Region 9 are working on hosting a OZ forum. More information to come.

There were no committee reports.

**Chamber Update**

* Mary Jo gave a brief update from the Chamber. It has been a very busy month with budgeting, meetings regarding broadband and with The Lindblad Group, preparing and attending the joint CDC/COC work session, working on the EZ application for the CDC, working on the Chamber MOU contract, preparing the CDC board books, and finally completing the DUNS and SAMS number for the CDC.
* Mary Jo will be attending the EDCC conference in Estes Park October 24-26. Thanks to Laura at Region 9 who allowed us to utilize one of their sponsorship attendance slots. We will be responsible for room costs.
* There were four consultations during the month of August.

**Housekeeping Notes**

* It was decided that there will not be a work session on September 26. We will replace that work session with a regular meeting to try and finalize the budget and Chamber MOU. Mary Jo and Jodi will inform the rest of the board.
* Mary Jo will submit the tentative budget to the Town and County as they need it ASAP. The broadband figure was based on The Lindblad Group’s initial analysis of grants that could be requested maximizing the money requested and at least doubling its value.
* We are still planning on the Short Term Rental forum to be held on September 27. Mike Heraty has taken the lead for this presentation. The room is booked and Mary Jo will work on some marketing efforts.

With no further business, the meeting concluded at 6:50.

Respectfully submitted,

Mary Jo Coulehan

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CDC Administrator