



## **Pagosa Springs CDC Monthly Board Meeting**

**April 12, 2023 | 5:00 pm**

**In Attendance:** Sherry Waner, Rosanna Dufour, Jenelle Syverson, Mont McAllister (Zoom), Todd Mees, Brooks Lindner, Warren Brown (Zoom), Bruce Stuart (Zoom), Emily Lashbrooke – Executive Director, Kathleen McFadden – Administrative Manager, Beth Lamberson – Community Grants Manager (Zoom), Heather Otter (Zoom) – Region 9, Terri House (Zoom) – The Pagosa Sun, Monica Nigon – The Pagosa Sun.

**Absent:** Chelle Keplinger, Jim Garrett

President Sherry Waner determined there was a quorum and called the meeting to order at 5:05 PM. There were no conflicts of interest disclosed from the board in relation to the agenda items.

*Jenelle motioned to approve the March 8, 2023 Board Meeting Minutes. Todd seconded the motion. There was no discussion. The vote passed unanimously.*

Archuleta County does not have internet or cell service today due to a fiber cut in La Plata County. They found the cut and are working around the clock to get it fixed with splicers on the scene, hopefully within the next few hours. Starlink is up for customers who have that service. Visionary has low bandwidth and running on backup.

### **Financial Update**

Treasurer Chelle Keplinger is unable to attend in person due to the outage and asked that we postpone financials until the next meeting in May.

### **Executive Director Report**

Pueblo Community College: We had four more county workers complete their CDL class in March. There is also a new CNA class starting in April. We are reaching out to industry partners for participation.

RUN Grant: The reimbursement of the remaining \$50K arrived on March 1st. You can now see this on our monthly financial report. We filed our last report on April 6th, 2023. We are expecting an audit in the coming months from the grant administrator.

We did apply for a second Workforce development grant for a total of \$300K. This grant is Workforce Innovations Grant through CWDC And CDLE. We have been notified we will receive this grant for \$271,000. We will split this grant in half and have this program for two summers. This will provide funding for internships and tuition assistance. Speaking to student body April 24, 25 about the Career Exploration Summer Work Program.

The Hospital was also awarded an education grant. We are planning to collaborate and see what we can do to make all monies have the biggest impact.

Partnering with Build Pagosa on a \$3M dollar grant called Colorado Now. We were notified in mid-February that we were moved to the planning side of the grant (\$50K max). In February we were approved to file a full application. This application is due April 15th. We are all working with Build Pagosa to get this application in on time. Also, we were notified by the US Senators' office that the Congressional Spending application was open. Beth worked with Build Pagosa to schedule a visit to Pagosa and see our current facility. The Congressional Spending Application has been submitted.

Broadband: \$2M EIAF grant work is underway to create the redundant loop in Archuleta County. We must spend the entire grant and complete the majority of work by May. Materials are arriving thru the end of March. We should have all supplies to complete the grant installation on Time. We have reached a Lease agreement with LPEA for a 30-year lease. This location will work with our master plan and the terms of the lease are very favorable (\$147/year) for the long-term success of the broadband office. Construction on the substation will begin next week, for the CNL Building. We will have this completed for the arrival of the CNL building. In your packet is a copy of the lease agreement from LPEA. We will be looking for approval to enter into this agreement.

\$2M DOLA 4-WAY Partnership grant: Continue working on MOU and IRU for fiber with all partners. This is a unique and cumbersome contract. The General Attorney is lending two of his staff to assist with this IGA. We expect to have a finished IGA by the beginning of May.

Our Region submitted an unsolicited proposal for six strands of fiber coming from Wolf Creek. CDOT awarded the proposal with restrictions. We are continuing to work on the connection at the bottom of Wolf Creek. The Presentation given to the transportation committee (TC) on the fee-based structure was received well. They will get this document into a resolution that will be passed by the TC in May. The simplicity of the agreements moving forward will simplify our process of securing IRU from CDOT and should help us significantly in securing the fiber off Wolf Creek. We received the estimate for the conduit placement from CDOT for the Highway 85-1st Street resurfacing project. Scheduled to start shortly. This amount came with a shock. The estimate as of last November was \$41,000. Today's price was \$123,000. Eric and I worked with CDOT to reduce costs. After much negotiation and a small modification of our installation needs, and a CDOT waiver of the right-of-way fees, we were able to get the new Amount down to \$66,000. We will not be putting in 1 handhold and have removed the crossing of the street at 1st Street. We can do that work later after the bridge is completed. We are gearing up for a very busy April and May to get the work done to finish the first \$2M EIAF grant to ensure we do not have to give back any funding.

EDO grant was submitted and currently waiting for OEDIT for decisions. We did get some questions from OEDIT regarding our submittal. We responded quickly and are still waiting for confirmation of funding. Hope to hear about decisions by the end of April.

Met with a manufacturer that is interested in possibly looking to locate in Archuleta County. Continue to work with manufacturers on grant applications to assist in building a facility. Weekly check-ins and continue progress.

Work Force Housing Project: This project is moving fast. The original grant we wanted to apply for is not open until May if there is any funding left. The Department of Housing (DOH) Has given us a link to another housing assistance grant. We are currently working with Habitat for Humanity and will be applying in the month of April. Habit will help us with pre-qualifying homeowners. We will be working with the County to include some properties in Chris Mtn II. We are currently reaching out to construction companies and bankers to secure interest in

participation. We are planning to reach out to industry partners to seek interest in the 9 homes. We intend to pre-qualify residents for each build to ensure the AMI is from 60-120. This project will have an RFP process for local builders to participate and will be energy-efficient homes. We have been attending Proposition 123 workshops. We are reaching out to our elected, to encourage participation.

Kathleen McFadden has provided 6 weeks' notice of vacating her job responsibilities. We have placed a help wanted ad in the newspaper and will be posting it on LinkedIn and other social media. Her last day is May 19, 2023. I am excited about her new adventure and wish her well.

Last Friday we hosted all the Region 9 Economic Developers in Pagosa, toured the CTE program at the high school, visited PJs Fine Bamboo Rods for experience economy, and finally visited Growing Spaces as a local manufacturer shipping worldwide.

## **Region 9 Update**

Heather Otter provided an update via Zoom:

- Broadband is the hot topic along with housing. Region 9 is awaiting approval of a \$66M grant.
- Quarterly Eco-Devo meetup in Pagosa was a success.
- We have final roadmap plans on our website for the Community Development Action Plans.
- Integration with COG going well. Boards are integrated, which will increase efficiency and create a streamlined fee structure.

## **Administrative Manager/Main Street Coordinator Report**

### **PSCDC**

- Provided administrative support and attended meetings for PSCDC projects, grant opportunities, and strategic initiatives:
  - Broadband Service Office
  - Build Pagosa/Colorado Opportunity Now Grant Initiative
  - Habitat for Humanity Workforce Housing Collaboration
  - Pagosa Sun Collaboration with Relocation Guide
  - 2023 Career Exploration Summer Work Program
- Managed PSCDC website and social media channels
- Performed PSCDC accounting responsibilities for receivables, payables, and reconciliations
  - Continue working with CPA to resolve QuickBooks issues
- Created Google form and managing industry partner signup for the 2023 Career Exploration Summer Work Program
  - 27 industry partners
  - 50+ positions
- Created Student Internship Program Intake spreadsheet and Google form based on RUN grant reporting criteria
- Completed and submitted final RUN grant quarterly report

### **Main Street Program**

- Finalized Main Street bylaws with Town and Board
- Created Main Street Committees

- Advertised and hosted the WALK Book Event with author Jonathan Stalls on March 16
- Received Town Council approval for Board appointments:
  - Jennifer Green, Visit Pagosa (non-voting)
  - Warren Brown, Archuleta County Commissioner
  - Shari Pierce, Mayor (Town-appointed representative to replace Jeff Posey)
- Attended Main Street America Now Conference, March 26-29 in Boston, MA (Travel March 25-30)
  - Noteworthy sessions include: Surviving and Thriving through Construction, Main Street's Role in a Strategic Community Plan, Oh Dear, We Need a Volunteer!, Creating a Destination Downtown, One Business at a Time
- Scheduled Pickaxe Project for April 13-14 with Matt Ashby & Ben Muldrow
  - April 13 4:00 PM to 6:00 PM
  - April 14 Noon to 1:00 PM

Last day with PSCDC is May 19, 2023.

## Community Grants Manager Report

### Grants

- Colorado Department of Labor and Employment - Awarded \$271,890
- Assist with Letter of Inquiry for workforce housing funding from DOLA
- Phone meeting with State Historical Fund about \$15,000 non-competitive block grants for the Pagosa Springs History Museum and document prep for LPEA grants. Photographed the museum and water tanks and sent these to the grant officer.
- Brownfields grant process underway on behalf of Staci and Jim Prutzman, with the old RV park property on Putt Hill
- Meeting with Pagosa Springs Youth Soccer on grants
- Grant strategy meetings with Build Pagosa, Inc.
- Researched and presented funding options to the County for replacing 30 Automatic External Defibrillators (AED)
- Meeting with Seeds of Learning on fundraising and grant writing
- Grant assistance for Vets for Vets

### CDC

- Hosted a nonprofit networking event. 11 total attendees with a great exchange of ideas
- Participated in the Build Pagosa networking event with stakeholders in the Career
- Trade Education program.
- Provided area museum comps on land and building ownership and leases to the Pagosa Springs history Museum - Silverton (San Juan County Historical Society), Durango - Animas Museum, Durango - Powerhouse Science Center.
- The computer install that is grant funded for TARA Historical Society is underway with Josh - The Computer Man. Final install to be completed by April 21, 2023
- Arranged for a visit to the Build Pagosa CTE program with John Whitney from Senator Michael Bennet's Office - and went on the tour.
- Continued outreach on Rural Philanthropy Days
- Met by phone with Rosanne Pitcher (Wolf Creek) about labor shortages and the intern funding. They are most interested in ages 18+ who have graduated from high school

## Discussion

1. Workforce Grant Hold Employees: Some of our nonprofits like Healthy Archuleta don't have a payroll mechanism they can use. Can the students who work for them during the summer work program work for PSCDC? How do we help these nonprofits who don't have a way to pay the students? Healthy Archuleta is willing to cover the workforce comp cost if we can carry the payroll responsibility.

Can the COG cover this cost? Heather will ask and report back. Sherry is concerned about the liability. Rosanna would like for Chelle to be included in the conversation before making a decision. Warren believes it is the cost of doing business.

2. Annual Meeting: May 10 at the Tennyson Center. In years past we have had a guest speaker. Sherry thinks we should do a broadband presentation, which will take a significant amount of time. Include what we have accomplished in the past 5 years and plans for next 5 years. Community is not aware of PSCDC accomplishments. We also need to recognize consistent commitment from Town and County for our broadband initiatives. Will there be a Zoom option? Yes we will provide one.
3. Relocation Guide: We are working with The Pagosa Sun on several articles about PSCDC, economic development, Main Street Program.
4. LPEA Contract: Industry standard contract for 30-year lease for \$170/year at an increase of CNL building uptown on LPEA property. PSCDC will maintain the building and LPEA board approved it.

Rosanna motioned to approve the contract with LPEA. Jenelle seconded. No discussion and the motion passed unanimously.

5. Joint Chamber and PSCDC Board Meeting: May and June are extremely busy so consider late July.

*Brooks moved to adjourn the meeting at 6:05 PM. Todd seconded. The meeting was 6:29 PM and enter into executive session to discuss personnel items.*

Executive Session Adjourned