



Pagosa Springs CDC Monthly Board Meeting Minutes
February 12, 2025 | 5:00 PM | Ross Aragon Community Center

In Attendance: Rosanna Dufour, Mont McAllister, Warren Brown, Jenelle Syverson, Chelle Keplinger, Todd Mees, Bruce Stuart, Brooks Lindner, Heather Otter, Emily Lashbrooke, and Kathleen McFadden.

Absent: Sherry Waner

Vice Chair Rosanna Dufour determined there was a quorum and called the meeting to order at 5:03 PM.

Jenelle motioned to approve the January 15, 2025 board meeting minutes. Warren seconded. The motion carried.

Financial Update – Chelle Keplinger

December and January will look very different due to QB changes. (see otter)

Bruce moved to approve the December 2024 and January 2025 financials as presented. Mont seconded. The motion carried.

Executive Director Report – Emily Lashbrooke

Housing Development On Monday, we successfully closed on our first two homes that went through the lottery process in August and went under contract. On February 11. we have an upcoming Department of Housing Hearing for funding on Phase 2 and will provide an update at the board meeting.

Currently, three families are finalizing bank details and will be going in for AMI verification within the next two weeks. We have also received new applicants who are beginning the process. We are holding an open house on Thursday, February 13, from 4 to 6 PM, which we have been actively publicizing. Two homes that were not included in the last open house will be showcased. We are checking with Bankers to see if they want to participate, but regardless, we anticipate a strong turnout.

Looking ahead to Phase 2, we will need to readjust our numbers for the bank, which I will elaborate on during the board meeting. Our predevelopment application was submitted in mid-January, and we expect funding approval within three to four weeks, around late February to early March. This will allow us time to get the remaining eight houses under contract and set closing dates before obtaining a construction loan for Phase 2.

We have received six certificates of occupancy, with four more expected by the end of the week. BWD has been a valuable partner throughout this project.

Workforce Development Our grant has been extended to March 31. We held our CNL class with six participants, all of whom are scheduled for driving time and should receive their certification by March 15.

Additionally, we secured funding to hold a broadband 101 class in collaboration with the State Broadband Office. The training begins on Monday, February 17, with nine participants in Pagosa and 25 in Cortez. We are making a final push to reach 11 or 12 participants in Pagosa. Build Pagosa generously covered the facility rental cost for two weeks at the old Sears building, and the building owner offered a minimal rental rate.

The training will be conducted by SCTE, with instructors staying in Southwest Colorado for a month, two weeks in Pagosa and two in Cortez. Supplies have been shipped to Eric Hittle, and the workforce development office is collaborating with us to cover the \$1,000 cost per participant, reducing the final cost to \$100 for incidentals such as heating and coffee. We are awaiting a grant modification to fund the instructor and will provide an update at the board meeting.

In Cortez, the training will be held at the Pueblo Community College campus, moderated by Shak Powers. Registration is closing soon due to capacity.

Main Street Update Kat will provide a comprehensive update, including the upcoming CONE ZONE meeting on February 27.

CDC, in collaboration with Main Street, secured an opportunity to create renderings and 3D modeling of the construction project. This initiative will aid marketing efforts and provide the community with a visual representation of the finished project. We are thrilled to be working with DOLA on this, and we anticipate completed renderings by late May or early June.

Broadband Developments The Highway 151 broadband project is progressing on schedule despite given no weather challenges. Clear Networks has started extending fiber to Timber Ridge, with visible orange pipe installations.

Clear Network and Visionary are partnering with us on workforce development, creating job opportunities for class participants and graduates.

Visionary is planning its capital funding project in 2025 to extend broadband to Hatcher via Piedra. Eric has been instrumental in supporting this broadband training pilot project.

Leadership Training We have nine participants in our leadership training partnership with Project Run in La Plata County. They have committed to weekly training sessions for six weeks and will graduate on February 19. Another strategic leadership training session will be opening in March.

Conclusion We have completed our year at a glance and will share it at the meeting, We are scheduled to presented to elected officials next week. I look forward to discussing these developments further at the board meeting.

PSCDC & Main Street Report – Kathleen McFadden

PSCDC

Innovation Grant 2025 Winter Work Program: Our Workforce Innovation Grant was extended through March 31, 2025, and we have been awarded an additional \$100,000 in funding. We held a CDL Training on January 28 and have scheduled a Broadband 101 class and fiber splicing training program in Pagosa Springs and Mancos/Cortez. We also have additional interns with Aspen House and Healthy Archuleta.

EZ Tax Credit Certifications: Kat processed 41 Enterprise Zone Tax Credit contributions totaling \$34,000 in donations to our PSCDC Enterprise Zone Contribution Project in the OEDIT portal and forwarded the certificates to members. Members receive a 25% state tax credit on cash contributions, making it a valuable opportunity to support community initiatives while reducing their Colorado state tax liability. We do not submit membership contributions from our nonprofit members.

Main Street Program

Cone Zone Care Committee: Cone Zone is ramping up for the launch of the CDOT Highway 160 Reconstruction Project. Kat and Emily participated in a meeting with the CDOT PIOs Tracy Trulove and Meredith Greene on February 5 to discuss the rollout. The Pre-Construction Planning Meeting is scheduled for Feb 25; a meeting with Emergency Services and Utilities is scheduled for Feb 26; and a Tier 1 Communication Partners meeting is scheduled for Feb 27, during which time the PIOs will share the construction schedule and phasing. Cone Zone will provide a public update of all this information at 6:00 PM on Feb 27 at Motel SOCO. On Monday, March 3, CDOT will host a public open house at the Fair Grounds starting at 6:00 PM. The reconstruction project is scheduled to begin on March 17.

CDOT Rendering: We are working through PSCDC channels to create a rendering for the CDOT reconstruction project. Ayers Associates is creating a 3D model and animation fly-through of the Historic 400 block plus a full hand-drawn aerial plan of the whole project area. This visual will showcase the future vision for downtown, helping businesses, residents, and visitors see the long-term benefits of a revitalized, pedestrian-friendly Main Street.

Strategic Plan Refresh: Melissa Antol, Managing Partner of Coreflection facilitated a two-day strategic plan refresh with the board. Melissa facilitated the original strategic planning with the board back in 2022. Melissa will present the results to the board on February 13. The primary outcome of these work sessions was to prioritize initiatives and projects for the next two years.

Business Assistance Program: Main Street continues working with PSCDC and Region 9 to offer a Business Assistance Program for those businesses affected by the reconstruction project. The program will provide a low-cost loan offering to ease the repayment burden. However, businesses have been very forthcoming in expressing that they do not want loans; they need grants. We are actively seeking grant funding to develop a more flexible program that combines loans with grant money or potentially offers standalone grants to better meet the needs of our local businesses.

MET Task Force: The task force met on January 13 to discuss updates on downtown parking alternatives during the reconstruction project, including a draft communications plan and a Downtown Public Parking handout with map to direct people to alternative parking areas. Tourism has offered to pay for the printing and Main Street will handle the logistics of distributing the map to the community. Kat submitted the map and plan to David Harris for review and input before submitting it to Town Council for approval. The next MET meeting is scheduled on March 10 at 3 PM (after the CDOT Pre-

Planning Meeting at the end of March).

Middle School Revitalization Project: We finalized and submitted the T-Mobile Hometown Grant proposal for the renovation of the middle school greenhouse, with results expected in **February**. The goal of the grant program is to support the development of stronger, more prosperous small towns and rural communities, offering up to 100 grants annually, with each grant up to \$50K and no required match. Our proposal includes the renovation of the middle school greenhouse in partnership with Growing Spaces, and the installation of a Wi-Fi hotspot in collaboration with Echo IT Consulting. The detailed budget is \$28.6K, which is within the funding range.

Renovating the greenhouse is a key part of our broader effort to revitalize the middle school's exterior and surrounding area to improve the aesthetic appeal of our downtown corridor. The project also supports the school's ongoing commitment to health and wellness, as it has been recognized twice as a Healthy School Champion and received the Governor's Award for being the healthiest school in Colorado. A functioning greenhouse will not only enhance these values but also provide an invaluable educational resource for students.

By improving the school's appearance at such a critical location on Main Street, this project will have a positive ripple effect throughout the entire downtown area, strengthening the connection between local businesses and educational institutions.

America 250/Colorado 150: Kat attended the America 250/Colorado 150 kick-off meeting on January 9, where the Southwest Colorado Local Operating Committee outlined plans for the Colorado 150th anniversary of statehood and America's 250th anniversary. The committee is focusing on four key initiatives:

1. **Passport to Southwest Colorado:** A project aimed at engaging youth by creating an interactive passport that encourages exploration of the region's historical and cultural sites.
2. **Power of Place:** A collaborative initiative to explore how the region's geography, climate, and culture shape its community and future through educational programs and exhibits.
3. **Sing Colorado!:** A celebration of Colorado's musical heritage, involving both adult and youth choirs across the region, with concerts and musical events to reflect the state's rich traditions.
4. **Oral Histories:** A collection of oral histories that captures the lived experiences of individuals who have witnessed or participated in events that have shaped Southwest Colorado.

Several of our Main Street projects align well with these four key initiatives, providing an opportunity to integrate into the America 250/Colorado 150 celebrations. The next Heritage & Culture Committee meeting is Feb 20 at 4:00 PM, during which we will prioritize and align our 2025-2026 projects accordingly.

Main Street America Accreditation: Kat submitted the extensive application to MSA for re-accreditation and renewed the yearly membership.

Free Digital Training for Main Street Businesses: As part of our Main Street America national accreditation and membership, we continue to offer free access to MSA's Small Business Digital Trainers program. This program provides virtual and on-demand training to help small businesses enhance their digital presence and e-commerce capabilities to increase sales and customer reach through tools and platforms including website optimization, search engine optimization, social media marketing, online advertising, analytic tools, and ecommerce services.

Main Street Website: Kat has been working closely with OMG to develop the new website and things are progressing well. We're finalizing content updates to highlight our projects and downtown

businesses, optimizing mobile navigation, and ensuring the Cone Zone banner is prominently displayed during the reconstruction project. Ultimately the site will serve as a dynamic hub for promoting downtown businesses and supporting Main Street initiatives. A key feature is a comprehensive business directory designed to enhance the visibility of downtown businesses. The site will also spotlight business stories, events, and special promotions, driving traffic to the downtown area. In addition to promoting businesses, the website will provide updates on Main Street projects, volunteer opportunities, and community events, ensuring a centralized source of information for all stakeholders. Final adjustments are underway to optimize the user experience and finalize technical details with the developer.

Multijurisdictional Housing Coordinator Report – Jeff Sams

Housing Needs Assessment (HNA) Continue to work with Emily Lashbrooke, James Dickhoff and Pam Flowers including biweekly meetings with ECONorthwest. The survey was closed out on December 20th. Our next meeting with EcoNorthwest is on January 9th, where we will review the results of the survey. Also, need to confirm when final report will be available. Target is end of January/early February, but we did move out some of the survey deadlines which may impact delivery of the final assessment.

Phase 1 CDC Chris Mountain Work Force Ownership Housing: Continued contact with buyers that have applied to purchase. We have several buyers in the final stages of loan approval and working with them to make sure they are ready for our Home Opportunity Process. Our next Home Opportunity Process (Lottery) has been pushed to the end of January. The CDC is planning another open house towards the end of January or early February. The last one was very well attended and proved to be a great way to promote the program. We are pushing hard to make sure all homes are placed under contract. Several meetings with Lenders to review financing options. Pushing to review interest rate buy-down options, down payment assistance, and other programs to drive down the monthly payment.

Deed Restrictions have been approved by the County. This was the final approval, and the Deed restrictions can now be used for Phase 1.

Workforce Housing Guidelines will also need to be in place prior to the sale of Phase 1 homes. I have completed an RFP and once approved it will be posted to start the process of finding a consultant to create and implement these guidelines. The Guidelines will be referenced by Town and County officials, Other Government Agencies (including state agencies and those working on Prop 123), Developers, those looking for housing, etc.

The Formal Application process for Land Banking Funds is being released and we were approved to move forward. This program has funds available to purchase land and have that purchase amount forgiven once developed. The goal of the program is to set aside land for future workforce housing projects. The formal application is not due until February 10th.

Potential Developments

- Pagosa Views is still working towards submitting subdivision applications for getting their project being built.
- Town's Enclave property with development agreement with Servitas is on hold as they look at other financial and construction options. I had an initial meeting with this developer. They are still wanting to move forward with a multifamily development. There is a discussion around rent amounts and what that target should be since that was a previous requirement from the Town. We are looking at different models to see what makes the most sense. We are setting up

regular meetings to keep on track. I recently visited a Modular Construction Company, [Vederra](#), to review options that could be utilized for this property as well as others.

- Colorado Outdoors, LLC is moving forward with a proposed middle income (60-140% of AMI) apartment rental project east of the Pagosa Springs Medical Center. At this point we are waiting for their major subdivision development application. Once that is submitted, we will have a better idea of what steps will be needed for the proposed workforce housing apartments. The County recently changed it's position on buying a lot in this potential development which will result in the site for the workforce housing apartments moving to the site previously contemplated for the County Admin Offices. The Town received a \$2 million DOLA More Housing Now grant that will be used towards the costs of the public infrastructure needed to serve the housing project.
- Timberline Apartment LITCH project next to Walmart has broken ground. I had an initial meeting with their team and reviewed the overall project. The projected rental range is broad, which helps us hit multiple income ratios in the lower income brackets, with units serving 30%-80% of AMI. The target is to have occupancy late 2022, but could move into 2026.

Other Work in Progress

I have also been attending several meetings with Region 9, DOLA and other Prop 123 groups and updates. It helps to keep up with changes and helps me understand what is going on in the industry.

Continued attending C.A.S.T. (Colorado Area Ski Towns) Housing Task Force Meetings. This group has had a big focus on Workforce Housing. Emily presented a bill to change the AMI requirements to allow a petition process to increase the AMI level. They were all in agreement and will support a bill.

Continue to review alternative construction methods, mostly focused on modular construction. Met with first manufacturer and will continue to look at other companies.

Started working towards Phase 2 of the Chris Mountain Workforce housing project. Many buyers that have inquired are looking at purchasing in 2025. Will be working to get them qualified.

Discussion

The Quarterly Membership Meeting will be on January 29, 2025, at the Ross Aragon Center from 8:00 AM to 9:30 AM. The next board meeting is February 12, 2025.

Meeting adjourned at 6:22 PM.