



**Board of Directors Executive Committee Meeting
December 7, 2023
12:00 to 2:30 p.m.
Region 10: 145 S Cascade Conference Room**

Note: We will have a Board/Staff Luncheon beginning at 11:30

Join Zoom Meeting

<https://us06web.zoom.us/j/82102085727?from=addon>

Meeting ID: 821 0208 5727

One tap mobile +17193594580,,82102085727# US

- 1) **CALL TO ORDER and INTRODUCTIONS**
- 2) **APPROVAL OF AGENDA ITEMS**
- 3) **APPROVAL Minutes October 26 2023**
- 4) **Action ITEMS:**
 - a. **Executive Committee Elections**
 - b. **Employee Benefit Modification (See Executive Director Report)**
 - c. **Executive Session at 1 p.m. for legal advice**
- 5) **REPORTS**
 - a. **Executive Director Report**– Michelle Haynes
 - **Financial Review**
 - b. **Community Development**
 - **Action Item: EZ Contribution Projects**
 - c. **Small Business Resource Center**- Nancy Murphy
 - **Small Business Development Center (SBDC)**
 - **Business Cultivator**
 - **Business Loan Fund**
 - d. **Community Living Services** – Eva Veitch
 - e. **Regional Broadband**-Corey Bryndal
 - f. **Gunnison Valley Transportation Region Committee**- Vince Rogalski

Action: Accept Director Reports
- 6) **NEXT MEETINGS**
 - a. **Executive Committee: January 25, 2024 Noon-2:30 p.m.**
 - b. **Board of Directors Meeting: February 22 2024 Noon-3 p.m.**
 - c. **BLF Committee: December 7 2023 10-11 a.m.**
 - d. **AAA Regional Advisory Committee: December 14, 2023, 10 a.m.**
 - e. **Gunnison Valley Transportation Planning Region10: TBD**
- 7) **ADJOURNMENT**



1. **CALL TO ORDER and INTRODUCTIONS**–Meeting was called to order at 12:03 pm.
 - a. **Staff:** Michelle Haynes (R10 Director), Nancy Murphy (Small Business Development), Corey Bryndal (Broadband Director), Courtney Tribble
 - b. **In-Person Board Members:** John Clark (Town of Ridgway, Chair), Dave Frank (City of Montrose, Vice Chair), Vince Rogalski (GVTPR & STAC), Jim Gelwicks (City of Gunnison), Michelle Nauer (Ouray County), Roger Rash (Montrose County),
 - c. **Remote Board Members:** Mike Bordogna (San Miguel County), Michael Bacani (Mt Crested Butte) Kris Holstrom (San Miguel County), Don Suppes (Delta County)12:23, Jon Waschbusch (Montrose County) 12:25, Dave Roberts (Town of Lake City)12:31

2. **APPROVAL OF AGENDA ITEMS**
Motion to approve agenda: M/S Dave Roberts/Roger Rash: as accepted. None opposed. Motion passed unanimously.

3. **APPROVAL OF MINUTES for September 2023, Board Meeting**
Motion to approve amended minutes: M/S: Roger Rash/Michelle Nauer as accepted with addition. None opposed. Motion passed unanimously.

4. **Action Items:**
 - a. DOLA Broadband Grant Amendment
 - i. Page 9 in the board packet is a copy of the memo to DOLA to request updated funding for grant. Requesting DOLA for additional monies, that does not include contingencies and other items. We have asked Garfield, Mesa and La Plata to put in \$300,000 each, but have not received commitments, so there is some additional in the DOLA grant in case one or multiple of the 3 counties do not come through.
 - ii. Request for approval for supplement up to \$900,000 Jim Gelwicks
Motion to approve DOLA Broadband Grant Amendment: M/S: Jim Gelwicks/Kris Holstrom as accepted. None opposed. Motion passed unanimously.
 - b. EZCP Projects
 - i. EZCP Rocky Mountain Biological Laboratory (RMBL) – Capital Campaign | Workforce Housing– 17 units in Gothic Site
 - ii. Habitat for Humanity of Gunnison Valley (HFHGV) – Capital Campaign | Workforce Housing – Parcels 6-9 Two lots of Townhome units and 3 lots for the Cottage Clusters
Motion to approve EZCPs for RMBL and HFHGV: M/S: Jim Gelwicks/Michelle Nauer as accepted. None opposed. Motion passed unanimously.

5. **Reports:**
 - a. **Executive Director/Financial Report** – Presented by Michelle Haynes
 - i. Financial Report
 1. We have been doing a lot of grants training throughout the organization.
 2. RSVP Budget is up to \$300,000 a year, and the accounting team has been working closely with the program manager to ensure reporting compliance.
 3. The new audit firm tarted our audit, but they have just received information for our previous audit and so they are reviewing prior to proceeding with additional onsite review.
 4. Broadband- we are reviewing pricing as some of our services are priced very low and need to be increased to be sustainable.
 5. We are also working on submitting a proposal for an indirect cost rate that would be about 20-22% of the grants to be charged to administrative rather than the deminimis rate of 10%.

- ii. Executive Director Report
 - 1. We received a CORA request from the ISP who sent a letter earlier (discussed in September) about the IRU in Hinsdale. We are working with our attorney on that CORA Request and how to handle it.
 - 2. Rethinking staffing and management of staffing, with programs growing, we want to think about how to do our work a little differently. Less directors, elevating current staff members to program managers to develop our staff and programs.

- b. **Small Business Resource Center** –Nancy Murphy
 - i. SBA TA, SBDC, BLF, Business Cultivator we are working towards better integration of the programs and services. Less Hierarchy structure to more of a matrix structure. If you talk to someone in the SBDC they can talk to you about each portion of the puzzle, but the specific pieces of the puzzle are managed by a program manager. Refining communication process. And looking at a CRM program. How do we look at the program so that it expands the pie. SBA TA will take on more of a financial training because it is focused on pre and post loan counseling.
 - ii. Montrose Chamber event 5:30-7 at SOM

- c. **Community Development** –
 - i. Approved EZ projects
 - ii. Navigator is continuing to work with interested communities to develop projects and grant applications.

- d. **Community Living Services** –Michelle Haynes for Eva Veitch
 - i. Services and needs for services are expanding but that the funding is not; the request for additional state funding from the state AAA organization was not in the governor's funding request. There are funds for services this year with the remainder ARPA funds, but may need to consider reductions in the next year.

- e. **Broadband** – Corey Bryndal
 - i. Large project to reach sources in Denver, Salt Lake City, Albuquerque. Place equipment order for I-70 to Durango. The lease is signed from CDOT for a portion of fiber.
 - ii. Within Region 10 area, MT Crested Butte is considering new effort to build between CNL in MT Crested Butte and Crested Butte. Met with 2 ISPs that are looking to pre-lease space in the proposed CNL.
 - iii. Lake City equipment has been received and the project is progressing on the final portion of the project.
 - iv. San Miguel county–have delivered a quote to them to get new service activated.
 - v. Region 9 is implementing 3 CNLs and we have an agreement with DOLA to activate a portion of that as a regional network.
 - vi. Technical and network management are portions we are hiring out but have not received qualified applicants. Currently utilizing contracted services.

- f. **Gunnison Valley Transportation Region Committee** – Vince Rogalski
 - i. There is an update on the Little Blue Canyon in the report. However, there has recently been very long lines on the ends of the closure. Mid-March to mid-June will be the new timeline. Management needs to get with Traffic Control supervisor, there might be information in the contract documents as to the amount of time that people can be held.
 - ii. TLRC Transportation Legislative Review Committee. They had 10 bills to present and had to pair it down to 5.
 - 1. Child Passenger Safety Education
 - 2. Railroad Safety for train length
 - 3. Accountability Requirements for Towing Carrier
 - 4. Transit Tax Credits
 - iii. National number of fatalities for the first half of the year was 19,505 so about 40,000 per year. The state is looking at funding for areas to increase should widths to hopefully decrease the amount of non vehicle fatalities.
 - iv. CMAC

- v. HB1101 update: GVTPR boundaries are not changing. Intermountain they are looking at dividing in half. And Southeast
 1. For those areas that they are considering changing the boundaries they have requested that they not be changed as funding for the TPRs will change.
 2. The report will be presented to STAC next week on Thursday, November 2. Virtual meeting.
 - a. They will present the changes and each of the STAC will vote on each of the changes.
 3. Suggesting term limits on the Chair and Vice Chair of STAC. And then alternating the Chair and Vice Chair as Urban and Rural.
 4. Board members are open to having a special meeting if needed to give thoughts on the redesignation of TPRs.
- vi. Work plan for STAC was talked about and what we will be doing for long range planning. There are 6 new commissioners on STAC.

6. **Next Meetings:**

- a. **GVTPR:** Hybrid - November 9, 2023 1:30-3:30pm
- b. **BLF Committee Meeting:** December 7, 2023 10am-11am
- c. **Board of Directors meeting: December 7, 2023 Noon-3pm**
- d. **Regional Advisory Council AAA:** December 14, 2023 10am

7. **Meeting adjourned at 1:20 p.m.**

Agencywide R&E by Category

Region 10
 Period Ending: 9/30/2023
 Format: 2 Region 10 Revenue and Expenditures

Run Date: 11/21/2023
 Run Time: 2:10:13 pm
 Page 1 of 3

Without Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
Revenues					
Grants and Contracts	1,296,873.00	1,043,770.38	1,184,747.71	112,125.29	91.35 %
40000 EZ Admin Grant	22,473.00	3,745.50	11,236.50	11,236.50	50.00 %
40100 EDA Grant	70,000.00	2,916.66	8,749.98	61,250.02	12.50 %
40120 USDA CFTA	420,000.00	10,586.03	58,586.03	361,413.97	13.95 %
40400 CDOT Annual Grant	30,000.00	4,713.09	9,713.09	20,286.91	32.38 %
40800 DOLA - Community Development Grant	60,000.00	0.00	0.00	60,000.00	0.00 %
40850 Regional Broadband Capital	0.00	596,214.78	596,214.78	(596,214.78)	0.00 %
43227 SBDC Grant Income	0.00	36,388.37	49,388.37	(49,388.37)	0.00 %
48100 Other CLS Grants	210,000.00	35,818.84	35,690.85	174,309.15	17.00 %
48200 SHIP Grant	22,000.00	0.00	0.00	22,000.00	0.00 %
48400 RSVP Grant	300,000.00	19,122.30	64,903.30	235,096.70	21.63 %
49500 CDBG Administration	22,400.00	40,000.00	40,000.00	(17,600.00)	178.57 %
49600 SBA Technical Assistance Grant	0.00	44,264.81	60,264.81	(60,264.81)	0.00 %
49700 CDBG Grant Funds	140,000.00	250,000.00	250,000.00	(110,000.00)	178.57 %
AAA Federal and State Program	1,801,300.00	173,796.05	558,547.02	1,242,752.98	31.01 %
40200 AAA Admin Fed	78,600.00	10,895.81	32,687.43	45,912.57	41.59 %
40210 AAA Admin State	91,340.00	7,611.75	22,835.25	68,504.75	25.00 %
40900 AAA Program Income	500.00	0.00	7,000.02	(6,500.02)	1,400.00 %
41200 AAA State Caregiver Match	5,200.00	0.00	0.00	5,200.00	0.00 %
41400 AAA NSIP Fed	36,000.00	246.31	246.31	35,753.69	0.68 %
42500 AAA Fed Funding	767,600.00	80,687.64	248,460.00	519,140.00	32.37 %
43000 AAA Program State	822,060.00	74,354.54	247,318.01	574,741.99	30.09 %
RLF Interest & Fees	133,440.00	11,304.51	38,286.07	95,153.93	28.69 %
49100 Loan Interest	120,000.00	590.07	2,758.80	117,241.20	2.30 %
49110 Loan Interest-CDBG #6	0.00	315.25	934.80	(934.80)	0.00 %
49115 Loan Interest Rural BLF Statewide	0.00	173.54	703.54	(703.54)	0.00 %
49130 Loan Interest-SBA II #5303545000	0.00	264.59	773.45	(773.45)	0.00 %
49140 Loan Interest-SBA III # 9325495008	0.00	839.18	3,406.75	(3,406.75)	0.00 %
49150 Loan Interest-SBA IV # 2489697006	0.00	831.14	3,669.33	(3,669.33)	0.00 %
49155 SBA Loan V Interest Income	0.00	800.17	3,027.74	(3,027.74)	0.00 %
49156 SBA VI Interest Income	0.00	1,399.47	5,039.13	(5,039.13)	0.00 %
49160 Loan Interest-CDBG #8	0.00	2,930.02	8,884.79	(8,884.79)	0.00 %
49200 Loan Fees	7,200.00	2,500.00	6,581.30	618.70	91.41 %
49210 Loan Administrative Fees	6,000.00	0.00	0.00	6,000.00	0.00 %
49300 Late Fees/Penalties	240.00	661.08	2,506.44	(2,266.44)	1,044.35 %
Other Fees & Services	213,500.00	498.20	10,367.66	203,132.34	4.86 %
43100 Small Business Resource Center Funding	16,500.00	0.00	0.00	16,500.00	0.00 %
43150 SBRC - Tuition Fee Income	6,000.00	0.00	0.00	6,000.00	0.00 %
43200 SBDC Program Income	170,000.00	0.00	0.00	170,000.00	0.00 %
45800 EZ Contribution Fees	21,000.00	498.20	10,367.66	10,632.34	49.37 %
Membership	173,000.00	5,485.00	17,627.00	155,373.00	10.19 %
42000 Member Dues	115,540.00	649.00	3,119.00	112,421.00	2.70 %
42700 Transportation Assessments	25,860.00	2,154.00	6,462.00	19,398.00	24.99 %
43400 AAA Assessments	31,600.00	2,682.00	8,046.00	23,554.00	25.46 %
Building	0.00	1,000.00	3,000.00	(3,000.00)	0.00 %
44000 Building Rent	0.00	1,000.00	3,000.00	(3,000.00)	0.00 %
Pass Through	42,000.00	0.00	0.00	42,000.00	0.00 %
45700 Security Deposit Income	42,000.00	0.00	0.00	42,000.00	0.00 %
Broadband Revenues	384,000.00	18,405.11	55,215.31	328,784.69	14.38 %

Agencywide R&E by Category

Region 10
 Period Ending: 9/30/2023
 Format: 2 Region 10 Revenue and Expenditures

Run Date: 11/21/2023
 Run Time: 2:10:13 pm
 Page 2 of 3

Without Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
40860 Broadband Service Income	384,000.00	18,405.11	55,215.31	328,784.69	14.38 %
Other Revenue	1,094,380.00	33,207.19	273,416.39	820,963.61	24.98 %
40820 Infrastructure Navigator Funds	0.00	9,000.00	27,000.00	(27,000.00)	0.00 %
40840 In-Kind Donation	42,000.00	3,499.00	10,497.00	31,503.00	24.99 %
40855 BB Partners Capital	0.00	0.00	166,377.36	(166,377.36)	0.00 %
40865 BB Grant - OPERATIONS	240,000.00	12,422.14	32,622.14	207,377.86	13.59 %
44500 Tenant Property Taxes	0.00	0.00	4.00	(4.00)	0.00 %
45000 Bank Interest Earned	120.00	844.91	2,464.52	(2,344.52)	2,053.77 %
46000 Local Donations	0.00	4,166.66	22,499.98	(22,499.98)	0.00 %
47000 Other AAA Revenue	41,480.00	0.00	0.00	41,480.00	0.00 %
48000 AAA Local Donations	0.00	325.00	525.00	(525.00)	0.00 %
48050 Other Income	21,600.00	0.00	225.00	21,375.00	1.04 %
48500 SMP State Grant	0.00	1,125.00	3,375.00	(3,375.00)	0.00 %
49000 AAA ARPA Fed	749,180.00	0.00	0.00	749,180.00	0.00 %
49157 SBA VII Interest Income	0.00	846.18	1,785.04	(1,785.04)	0.00 %
49165 Loan Interest CO Start Up	0.00	978.30	6,041.35	(6,041.35)	0.00 %
Revenues	5,138,493.00	1,287,466.44	2,141,207.16	2,997,285.84	0.00 %

Expenses

Salaries & Fringe	1,940,884.00	91,398.89	302,363.33	1,638,520.67	15.58 %
50000 SALARIES	1,492,983.00	62,314.15	201,451.63	1,291,531.37	13.49 %
50500 FRINGE BENEFITS	447,901.00	29,084.74	100,911.70	346,989.30	22.53 %
Travel	68,980.00	8,492.27	18,455.70	50,524.30	26.76 %
52000 Meetings & Travel Expenses	68,800.00	8,492.27	18,455.70	50,344.30	26.83 %
52400 Taxes, Licenses & Fees	180.00	0.00	0.00	180.00	0.00 %
Supplies	48,600.00	3,194.25	7,831.22	40,768.78	16.11 %
53700 Printing & Supplies	48,600.00	3,194.25	7,831.22	40,768.78	16.11 %
Equipment	51,000.00	0.00	9,584.20	41,415.80	18.79 %
59400 Equipment Rental, Repairs & Maintenance	2,400.00	0.00	65.52	2,334.48	2.73 %
59600 Equipment & Furniture	48,600.00	0.00	9,518.68	39,081.32	19.59 %
Contractual	139,200.00	26,561.70	88,974.51	50,225.49	63.92 %
54900 Consulting Fees	3,000.00	2,965.00	8,682.50	(5,682.50)	289.42 %
55000 Contractual Services	136,200.00	23,596.70	80,292.01	55,907.99	58.95 %
RFL Interest and Exp	64,800.00	5,570.44	15,481.61	49,318.39	23.89 %
92000 SBA Loan Interest	10,800.00	442.68	1,334.75	9,465.25	12.36 %
92100 Loan Expenses	12,000.00	2,727.76	6,946.86	5,053.14	57.89 %
92200 Bad Debt/Write Off	42,000.00	2,400.00	7,200.00	34,800.00	17.14 %
Broadband Expenses	300,000.00	9,835.26	27,451.50	272,548.50	9.15 %
52100 Broadband Service	120,000.00	2,054.28	4,108.56	115,891.44	3.42 %
53920 Internet - COGS	120,000.00	6,230.98	18,692.94	101,307.06	15.58 %
53950 Broadband Network Management	60,000.00	1,550.00	4,650.00	55,350.00	7.75 %
General Expense	259,260.00	14,276.91	38,780.83	220,479.17	14.96 %
52700 Telephone/Fax	12,120.00	412.95	1,214.28	10,905.72	10.02 %
53000 Rent	37,800.00	4,499.00	13,527.00	24,273.00	35.79 %
53300 Background and Security Verification	0.00	12.00	135.00	(135.00)	0.00 %
53600 Postage & Shipping	4,200.00	60.34	134.61	4,065.39	3.21 %
53900 Software - Finance	6,000.00	40.00	3,936.00	2,064.00	65.60 %
53910 Software - Miscellaneous	39,000.00	205.77	8,348.33	30,651.67	21.41 %
53930 Web Hosting & Design	3,600.00	0.00	0.00	3,600.00	0.00 %
53940 Computer Repair & Maintenance	36,000.00	0.00	0.00	36,000.00	0.00 %

Agencywide R&E by Category

Region 10
 Period Ending: 9/30/2023
 Format: 2 Region 10 Revenue and Expenditures

Run Date: 11/21/2023
 Run Time: 2:10:13 pm
 Page 3 of 3

Without Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
54000 Dues & Subscriptions	18,000.00	463.65	(1,494.23)	19,494.23	(8.30) %
55100 Legal Fees	12,000.00	0.00	396.50	11,603.50	3.30 %
55200 Audit & Accounting	36,000.00	0.00	0.00	36,000.00	0.00 %
55300 Recruitment & Retention	2,700.00	342.16	2,656.17	43.83	98.38 %
55350 Donations & Sponsorships	10,800.00	0.00	0.00	10,800.00	0.00 %
55600 Promotions	31,200.00	8,197.02	9,745.74	21,454.26	31.24 %
56200 Bank Service Charges/Fees	240.00	44.02	181.43	58.57	75.60 %
56300 Other Insurance	9,600.00	0.00	0.00	9,600.00	0.00 %
Indirect Expense	0.00	35,882.29	114,550.06	(114,550.06)	0.00 %
59700 INDIRECT COSTS	0.00	35,882.29	114,550.06	(114,550.06)	0.00 %
Building Expenditures	93,000.00	2,762.07	7,608.84	85,391.16	8.18 %
60100 Building Insurance	14,400.00	0.00	0.00	14,400.00	0.00 %
60200 Building Maintenance & Repair	27,000.00	1,573.40	3,891.18	23,108.82	14.41 %
60500 Building Loan Interest	18,000.00	0.00	0.00	18,000.00	0.00 %
60600 Building Utilities	21,600.00	1,188.67	3,717.66	17,882.34	17.21 %
61000 Building Rent & Misc Expenses	12,000.00	0.00	0.00	12,000.00	0.00 %
Depreciation	884,000.00	78,846.00	236,538.00	647,462.00	26.76 %
58000 Depreciation Expense	44,000.00	6,346.00	19,038.00	24,962.00	43.27 %
58100 BB Infrastructure Depr	840,000.00	72,500.00	217,500.00	622,500.00	25.89 %
Contracted Direct Service	2,070,680.00	154,054.37	464,026.81	1,606,653.19	22.41 %
53800 DOLA - Community Development Pass Th	36,000.00	0.00	0.00	36,000.00	0.00 %
71400 AAA NSIP Fed	36,000.00	246.31	246.31	35,753.69	0.68 %
71500 AAA State Caregiver Match	5,200.00	0.00	0.00	5,200.00	0.00 %
72500 AAA Fed Funding	925,730.00	78,264.91	233,620.49	692,109.51	25.24 %
73000 AAA State Funding	1,015,750.00	70,807.46	211,655.31	804,094.69	20.84 %
78100 Other CLS Grants Expense	52,000.00	4,517.99	18,152.83	33,847.17	34.91 %
79000 AAA ARPA Fed	0.00	217.70	351.87	(351.87)	0.00 %
Other Expenses	297,430.00	7,283.74	24,470.11	272,959.89	8.23 %
53650 Educational Supplies	6,000.00	94.89	273.97	5,726.03	4.57 %
53960 CNL Lease Equipment	0.00	0.00	2,064.92	(2,064.92)	0.00 %
55360 Volunteer Costs Travel and Meals	0.00	7,188.85	22,081.22	(22,081.22)	0.00 %
55363 Recognition - Individual	0.00	0.00	50.00	(50.00)	0.00 %
58500 Stipend	291,430.00	0.00	0.00	291,430.00	0.00 %
Expenses	6,217,834.00	438,158.19	1,356,116.72	4,861,717.28	0.00 %
Agency Balance	(1,079,341.00)	849,308.25	785,090.44		

Balance Sheet by Category

Region 10
 Period Ending: 9/30/2023

Run Date: 11/21/23
 Run Time: 2:01:30 PM
 Page 1 of 1

Assets:

Region 10 Cash	260,556.95
BLF Cash	514,391.00
SBA Cash	522,623.58
Prepaid Expenses	8,510.33
Loans Receivable	3,296,077.16
Allowance for Doubtful Accounts	(168,886.40)
AAA Receivables	542,895.76
Grants Receivable	274,730.15
Other Receivables	389,194.13
Building and Land	1,781,538.00
Broadband Assets	13,959,742.16
Furniture and Fixtures	14,461.15
Accumulated Depreciation	(3,947,608.09)
Enterprise Center Remodel	1,142,298.00

Assets:	\$18,590,523.88
---------	-----------------

Liabilities:

Accounts Payable	205,553.22
Accrued Leave	54,919.81
Payroll Benefits Payable	349.94
Deferred Revenue	45,308.14
Building Security	200
Other Liabilities	12,870.93
Broadband Deferred Revenue	225,774.68
Alpine LOC	454,532.19
SBA Loan	1,318,787.75
Cost Allocation Control	2,010.58

Liabilities:	\$2,320,307.24
--------------	----------------

Equity:

Enterprize Zone	(11,436.38)
Community Development	(68,556.69)
Transportation and Transit	46,629.94
Olathe RISE	1,125,793.13
Area Agency on Aging Projects	382,227.41
BLF Projects	1,545,884.41
Small Business Resource Center	(131,988.62)
Regional Broadband	283,081.70
Unrestricted Net Assets	(174,557.62)
Temporarily Restricted Net Assets	(11.82)
RLF Retained Earnings	13,273,151.18

Equity:	\$16,270,216.64
---------	-----------------

Total Liabilities and Equity	\$18,590,523.88
------------------------------	-----------------



Executive Director Update November/December 2023

Action Items:

- **Discussion/Vote** of updated personnel benefits. If approved, will take effect Jan 1 2024; an updated personnel policy will be presented at the January executive committee meeting.
 - As FAMLI leave is implemented in 2024, proposing max sick leave accrual be reduced to 240 hours (currently 480 hours)
 - Proposing to move 3 holidays (Martin Luther King, Columbus Day and Veterans Day) to floating holidays. Floating holidays could be used for any federal, state, local or recognized religious holiday, birthday, or attached to other holiday leave.

Discussion Items:

- **Executive Session** is planned with Ken Fellman to provide legal advice.

Informational Items:

- Working with Executive Directors of Regions 9 and 12 on initial phases of expanded broadband network operational model, and have received initial drafts of potential models and legal considerations for various models (initial expense of \$75,000 split between the 3 organizations). The directors proposed a **DOLA grant** for a full review of the models, supported by engineering, operations and financial review (estimated cost of \$335,000), which was approved via an email vote. After discussion with the regional managers, DOLA has proposed delaying submission of the grant until the next cycle.
- Sent information for **Open Records** request for Hinsdale County broadband project.
- **Insurance:** During recent discussions with local insurance agent regarding coverage, it was discovered that the general liability coverage in the policy does not cover professional liability, and other needed coverages. We are working on quotes with new agents, as the current agent has not been able to provide sufficient coverage as requested.
- **Project 7 LOS/Tour:** Submitted a letter of support for the Project 7 grant request. Potentially scheduling a tour prior to the Board Executive Committee in January, or is another date preferred?
- Working on Scope of Work for **Year 2 of the Regional Navigator grant with OEDIT**. Colleen Hannon has declined to continue to lead the project; working with other contractors (Shay Colburn) to lead the project with staff support.
- Have received the CDOT IGA and Task Order for fiber lease for service on the I70 corridor and community access connections. Region 10 team is continuing to develop pricing model, MOUs for community use of the lateral connections and the CNLs, as well as working on final contracts for fiber and equipment for the project.
- Also submitted funding requests from Mesa, Garfield and LaPlata Counties, as well as initial DOLA grant supplemental email to the Regional Managers, to obtain estimated shortfall for

- the project. Mesa County has responded with an IGA for funding; have not yet received responses on the other requests.
- Auditors Blair and Associates did initial on-site visit for fiscal and single audit services Oct 10. We are working on scheduling the follow-up on site to move forward with the audit.
 - Implemented CISCO updated phone operation system improving service in satellite offices and for team working remotely.

Staffing:

- In process of completing annual conversations with staff. Executive Director met with Board Chair and Vice Chair for updated review of work and salary.
- Positions are currently posted for Broadband Network Manager, Infrastructure Project Coordinator, and CLS/AAA Volunteer Program Coordinator. Posted at <https://www.region10.net/work-with-us/>

West Slope Resource Development

223 Regent Circle

Gunnison, CO 81230

Memorandum

To: Region 10 Board of Directors
From: Colleen Hannon, Regional Grant Navigator
Date: November 30, 2023
Re: Update

Dear Board members:

Given the holiday week, November is a bit of a short month. Our update to you is as follows:

1. Today's Grants and Grub event featured KJL Engineering who focused on community engagement in the application process and beyond. The future roundtables include:
 - December: No roundtable.
 - January 31st: Tax credits for local governments as an alternative to direct grant funds.
 - February 29th: Justice, equity, inclusive, and diversity (JEDI) plans.
2. The State is almost done with the guidelines and application process for grant services to support low capacity jurisdictions. There are four categories of technical assistance available:
 - a. Project planning support
 - b. Individual review
 - c. Co-writing
 - d. Full application writing by the consultants

We expect it will start soliciting requests before the end of the year.

3. This month we have supported jurisdictions with accessing, considering, and applying for grants for:
 - a. EV readiness plans (CEO EV Readiness Plan grants)
 - b. Disaster mitigation (FEMA BRIC/HMA grants) for water tanks; avalanche mitigation; mudslides and flooding
 - c. Climate Pollution Reduction Grants (EPA) for composting facilities and WWTPs
 - d. Trails and recreation grants (federal Land Water Conservation Fund and CPW)
 - e. Drought Resiliency projects, Small Scale Water projects, Water and Energy Efficiency grants (BOR WaterSmart)
4. We are no longer sending out funding memos every week, but as announcements occur. It provides more of a real time notice, rather than waiting till every Friday.
5. We assisted Region 9 with funding searches for a ditch company while their staff was out on medical leave.
6. We are currently drafting a workplan and contract with the State on year two funding for the Regional Grant Navigator program.

Please reach out any time with questions. I can be reached at 970.275.3651 or channon@region10net.

SBRC Board Report

December 7, 2023

Of Interest

- SBDC Acceleration Growth program for business Exit Planning is now available state-wide.
- Region 10 sponsored and attended MEDC's Business Expo on Thurs, Nov 2.

What's Happening

The Cultivator

- ✓ Client Success Story: A new kitchen client started her business, Two Basset Enterprises, and has her products (bread) in Straw Hat (Montrose). She is also working on completing a process control letter for a marinara product that has the potential to be an amazing consumer packaged goods (CPG) product.
- ✓ Programming: Final Food Truck Workshop on menu costing and planning. Several rural SBDCs want to adopt this program.
- ✓ Entrepreneurial Ecosystem Building:
 - Visited Delta Innovation Center (Delta Library), SCAPE (Durango), and Greater Colorado Venture Fund to work on building the entrepreneurial ecosystem in our region.
 - This week: Visiting ICELab and attending Food Summit Conference in Denver to build the entrepreneurial ecosystem.

SBDC

- ✓ Meetings:
 - Attended the State SBDC meeting in Silverthorne Nov 7-9 where network efficiencies and collaboration were discussed, as was shared programming, resources, etc. Very excited about the new leadership!
 - Chamber meetings- North Fork Valley (James and Michelle), Delta (Michelle), Montrose (Susan and Nancy), Gunnison (Callie), Crested Butte (Callie)
- ✓ Programming:
 - Completed first part of Exit Planning program training in November and started offering it to clients who are a good fit.
 - Set dates for three info sessions in Dec/Jan for the Spanish language Business Idea Lab being offered in early 2024 with RMMFI.

Business Loan Fund- separate report

SET YOURSELF UP FOR SUCCESS: DECEMBER 2023

Region 10 | SBDC Workshops for Small Business + Entrepreneurs



MARKETING

December 5: 12:00-1:00pm
MARKETING POWER HOUR
How to Find Your Target Customer



MANAGEMENT

December 6: 11:00am-12:00pm
MANAGING A BUSINESS
Exit Planning: Office Hours



MANAGEMENT

December 6: 12:00-1:30pm
PEOPLE OPS
Equitable Hiring & Interview Practices



STARTUP

December 7: 9:00am-4:00pm
BUSINESS PLAN IN A DAY
In-person in Montrose, \$75



ACCOUNTING

December 12: 12:00-1:00pm
FINANCE SENSE
Mastering Financial Statements



FINANCE FRIDAY

December 15: 2:30-3:30pm
FINANCE FRIDAY
End of Year Financials

+ WORKSHOPS ON-DEMAND!

Self-paced programming available to you on your schedule!

CASH FLOW ESSENTIALS

Learn how to leverage cash flow as a financial planning tool.

PROFITABILITY ESSENTIALS

Increase the profitability of your business to put more money in your pocket.



SIGN UP FOR THESE & OTHER WORKSHOPS HERE:

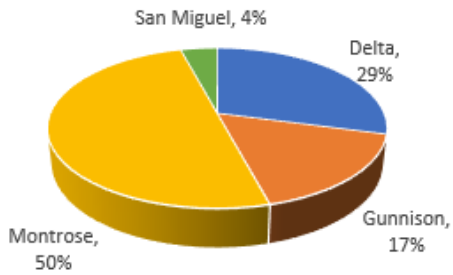
970.765.3139 | www.region10.net/businesses-resources



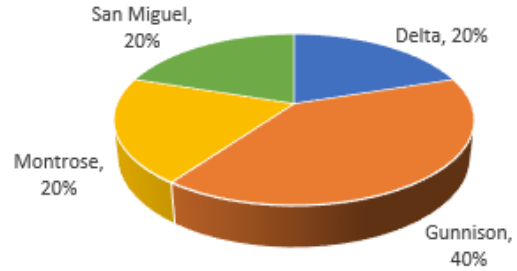
The Numbers

October Consulting				November Consulting			
Clients	Sessions	Hours	Rating	Clients	Sessions	Hours	Rating
24	25	21	4.25	20	22	22	4.66

Oct Consulting Clients by County

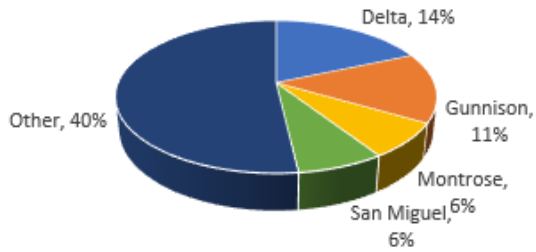


Nov Consulting Clients by County



October Trainings				November Trainings			
Clients	Trainings	Hours	Rating	Clients	Trainings	Hours	Rating
35	5	14	5	2	1	6	4.5

Oct Training Clients by County



Nov Training Clients by County





Business Loan Fund Activities December 2023

Action Items

- None at this time

Notable

CDBG contract has been approved. The current contract is for a total of \$348,000.00 through August 31, 2025. A Montrose hotel is approved for \$400,000. An amendment for an additional \$633,360 (\$546,000 to lend and \$87,360 for administration and technical assistance support) has been submitted. We are currently awaiting approval of the amendment, and we expect to close the hotel loan at the beginning of the new year.

Activities: Inquiries and Applications

Loan Inquiries

- RV Park in Lake City offers full-service RV hook up sites and cabin rentals in Lake City. Previous loan fund client with good repayment record.
- Camping and adventure company in Gunnison County makes camping easier and more accessible. Currently a loan fund client with a good payment history.
- Restaurant in Ridgway is looking for a loan to make improvements to the interior of the rented restaurant building.
- Restaurant in Naturita is requesting a loan for additional working capital. Current loan fund client with good payment history.

Applications

- Paonia caterer is requesting loan amount of \$30,000.
- Montrose retailer is requesting loan amount of \$50,000 to purchase equipment.
- Employee is considering purchasing a long-standing automotive repair and dealership in Gunnison. We are working with the current owner and The Gunnison Bank on the request.
- Montrose business is looking to borrow \$45,000 to purchase equipment to expand business.

Loan Production

- Closing scheduled for Cedaredge lighting business on 11/30/2023 in the amount of \$20,800 for the purchase of equipment they build and sell. This loan will be funded out of SBA 4.
- Closing scheduled for Montrose gym on 12/11/2023 in the amount of \$40,000 to purchase new equipment for the gym and for working capital. This loan will be funded out of SBA 3.

Loan Repayments

- No loans paid off in October or November. We are currently supporting 117 active loans.



CLS Board Report Dec 2023

Action Item: None

Noteworthy:

- The State Unit on Aging is requiring us to reopen congregate meal sites, this come at the same time that the new retail food requirements go into effect in March 24. These requirements will make it even more difficult for Senior Nutrition programs. We have been successful with grab & go meals that give our clients the option of where to eat. We will be working closely with our provider to find a solution that keeps the AAA in compliance and allows our provider to maintain a fiscally responsible program.
- SHIP -open enrollment ends Dec 7th.
- Community Paramedicine-going strong in Delta County and they are serving the West End twice a month. The SB-290 grant that we are utilizing to fund this program with is at less than 50% remaining. I will be assisting both NFEMS DCAD to find other grants.
- RSVP- the continuation grant has been submitted.
- Ombudsman-Case accuity continues to rise, genarally realted to staffing shortages resulting in poor care.
- The Villiage on San Juan is coming along well, the community center and several homes are nearly dried in.
- The search for a Community Living Services Program Coordinator continues with more interviews scheduled next week. This position will assist Joe with the volunteer programs freeing him up to assist with more of the administrave duties.

Informational/Ongoing

- Next RAC meeting Dec 14 10:00-1:00 R 10 this may be a zoom only meeting



November 2023
Corey Bryndal
Regional Broadband Project Director
Broadband Report to the Board

- **DOLA EIAF Broadband** middle mile expansion plan is making progress. This allows for direct fiber connection east into metro Denver and expansion south into Durango and Cortez. CDOT Task Order is signed and complete. Staff is pursuing fiber leases with Tri-State, Zayo Group Emery Telcom and others. Nine communities along Interstate 70 are constructing fiber laterals and CNL equipment rooms. Region 10 placed an order for Ciena Optical equipment funded by the DOLA expansion grant. Much of the equipment order is anticipated to ship in December and early January with some lead times as far out as mid-February 2024. Ciena is working to reign in the long lead time items. Lab staging is estimated at 45-60 days. The first sites deployed will be Denver, Grand Junction and Glenwood Springs. After those sites, the other communities will be added. Staff is working to address a \$900k budget shortfall for equipment and fiber. Garfield, Mesa and La Plata Counties have been approached to close this gap. EDA has been asked to approve proposed changes to fiber and equipment procurement.
- Region 10 has seen strong interest in our planned Salt Lake City route. This path provides redundancy should there be a problem with Denver connections. i.e. – mud-slide, fire, power or equipment failure. Staff has determined the optimal fiber path from Interstate 70 to our existing network in downtown Grand Junction. Additional equipment will be needed to reach the Zayo ILA hut west of Grand Junction.
- Region 10 is advancing the idea of moving Broadband to a new or existing entity. This would place network management and certain financial responsibilities elsewhere. Region 10 has consulted with an attorney and is looking into consulting services to develop options. Region 10, 9 and 12 have approached DOLA to obtain \$325,000 in funding for consulting services to evaluate options.
- Region 10 staff visited Lake City to observe construction progress. Aerial cable has been placed, and conduit installation is ongoing. Underground cable installation to follow. This will allow for connections between Community Anchor institutions and the CNL, as well as extend connectivity to the GCEA substation. Region 10 provides no services to residences. Region 10 provides no last mile services. Once the IRU is received, lit services an/or fiber leases may be made available to address open-access from requesting parties. Region 10 received a legal challenge to the project from a ISP operating in Hinsdale County. Discussions around the concerns are ongoing.
- **Region 10** continues our dialogue with Just Transitions Fund regarding the \$150k grant awarded earlier this year. Region 10 posted a supporting position. Some JTF funds will be used for a 3rd party network



topology review and recommendation study regarding existing electronic assets and management practices.

- Dark fiber into **Telluride** has been activated with 200Gbps of aggregate transport capacity. Pricing was delivered to San Miguel County to serve government clients. We have discussed needs with county IT staff. We look forward to San Miguel County placing an order for services.
- **Gunnison County, Crested Butte and Mount Crested Butte** have asked Region 10 to focus on long-term, permanent fix, with possible interim solution between Gunnison and Crested Butte. Our focus is on middle-mile fiber between towns and developing a CNL in Mt. Crested Butte. Mt. Crested Butte has developed a draft RFP to construct fiber along Gothic Road and construct the CNL at the Transit Center at the base area and we are reviewing and commenting on the draft. This approach will ensure open-access to fiber and services for all commercial ISP's and mobile cellular providers. Town board members are motivated to get into construction asap. We anticipate CNL remodel could occur during winter of 2024 and fiber construction would begin spring of 2024. Matching funds need to be developed, and the project will use existing DOLA grant award funds. Region 10 presented to the Mt. CB Town Council and took questions. Town Staff has approached Vail Resorts and other controlling entities regarding CNL space and usage. Two ISP's have approached Region 10 with strong interest in last-mile fiber deployment in the area – and occupancy of the CNL.
- Region 10 is contracting for an audit of CNL facilities and network assets. We will use a technical consulting firm for this service. The output will include a topology map, remediation plan for equipment and configuration needs. Work is anticipated to begin the second week in November.
- Staff is working to expand visibility of the network and to identify and address service issues within the existing Region 10 network. A mix of new software, and partner services are being considered. The result should be improved uptime, timely software updates and better response to service impacting and ongoing maintenance needs. Region 10 may consider issuing an RFP for network management services to ensure costs are competitive with market offerings.
- Continuing to work with our neighbors to the south in **Region 9** and is working on projects in the region to develop redundant fiber routes with more capacity and connect to primary Internet sources for the Western Slope in general. Four CNL's in Region 9 are planned to connect to the Region 10 network. La Plata County is supporting a bill in the Colorado legislature to remove recurring fees from CDOT owned public right of way. Region 10 will support Region 9 in designing and estimating equipment needs for the new Durango to Pagosa Springs route along Highway 151. Region 10 will receive an IRU of fiber from Durango to Pagosa Springs.
- Governments in Alamosa & Walsenburg have reached out to learn more about the Region 10 model. We have helped them get a consulting firm involved, and will continue to support their efforts as

Region 10 League for Economic Assistance and Planning, Inc.

145 South Cascade Avenue | Montrose, CO 81401

970-249-2436 phone | 970-249-2488 fax

www.region10.net



needed. We have had several contacts with the consulting firm as they develop options for the San Luis Valley stakeholders.

- Region 10 identified a significant fiber gap between Durango and Pagosa Springs. This route will provide an opportunity for improved reliability for the entire western slope of Colorado – especially Region 10’s six counties. Five partners came together to develop \$2 million in matching funds for the project. DOLA awarded La Plata County \$2.1 million in middle-mile funds for purchase of a one-time assignable IRU. The \$4.1 million project includes La Plata County, Archuleta County, La Plata Electric Association, Southern Ute Indian Tribe and Region 10. As a result, Region 10 will receive use of four strands of fiber that will contribute to improved reliability of our overall infrastructure. Partners in the Durango have lead the project. We received a draft of the fiber IRU that will be provided to Region 10 from this project and with our attorney’s involvement signaled we would approve the agreement.
- DOLA responsibilities -in the “Technical Assistant” role, Region 10 staff continues to present broadband educational materials, review potential project applications, attend regional meetings and provide technical assistance for broadband development throughout our DOLA identified territory. Engagement areas include SCEDD, PPACG, San Luis Valley, Region 9/SWCCOG, AGNC and others. Monthly updates are provided to AGNC. Region 10 attends two regular meetings with Region 9.
- Region 10 staff continues to communicate actively with the Colorado Broadband Office – part of the Governor’s Office of Information Technology. Latest discussions center around the effectiveness of CPF and BEAD funding, and the critical role middle-mile fiber plays to the success of these generational funding opportunities. CBO staff introduced us to broadband leadership in the State of New Mexico, and opening discussions include an opportunity to cooperatively use fiber NM has access to along Interstate 25 in the railroad right of way. Discussions with New Mexico continue to advance.



TRANSPORTATION NEWSLETTER

DATE: NOVEMBER 2023

Vince Rogalski, Chairman **Gunnison Valley TPR** **vrogal@montrose.net**

HB 23-1101

Current Status

October

- Formatted survey results from the Public and TPR Administrator surveys into information that informed us on draft recommendations.
- Met with TPR’s that were being considered for TPR boundary changes and considered public feedback to help inform our final recommendations.

November

- Early November: Finished the Draft TPR Study Report, sharing a few chapters with the Advisory Committee for their review and feedback.
- Provided each of the 23 recommendations to STAC for them to vote on.
- Mid-November: Provide final report to the Transportation Commission and Workshop the recommendations with them.

January

- Ask the TC to open the Planning Rules.
- Rule review and adoption takes between 4-6 months.

Below are recommendations presented to the Transportation Commission November 15, 2023 with comments from thSTAC

1. Recommendation for CDOT improvements

- An improved TPR-related website to better enable the public to find information about all TPRs in the state.
- Increased outreach to elected officials, especially newly elected, to make sure they have the background and understanding of CDOT as an organization and the role of TPRs and MPOs.
- Organize annual or biannual meetings for all of the TPR administrators to discuss processes and share best practices for TPR management.
- Consider whether current funding to TPRs is adequate and make necessary adjustments if needed.

Note: STAC voted to support these recommendations, and public comment has been supportive as well.

2. Recommendations for STAC and TRAC

- a. Establish term limits for STAC Chairs and Vice-Chairs. Up to two consecutive terms of two years each, with details worked out by STAC via an update to their bylaws.
- b. Rotate Chairs/Vice-Chairs between rural TPRs and urban TPRs, ensuring STAC leadership always has both a rural and urban voice, with details worked out by STAC via an update to their bylaws.
- c. Add the Chair of the Transit and Rail Advisory Committee (TRAC) to STAC as a nonvoting member.
- d. Encourage multiple TPRs whose members have overlapping political jurisdictions to adopt governing documents to disallow a single political jurisdiction from representing two TPRs on STAC at any given time.

Note: STAC voted to support these recommendations, but also voted 7-6 in support of the Chair and Vice-Chair having a term limit of 3 terms over the staff recommended 2 terms. Public comment has also been supportive of these recommendations.

3. Ensure all TPRs are following statutory requirements and best practices for public bodies, including governing documents containing the following information:

- a. Who: The name of the organization, the members
- b. What: The duties of the organization, ability to spend and receive funds, ability to sue and be sued, enter into contracts
- c. Ability to terminate and amend
- d. When/Where: Overview of general meeting cadence and locations
- e. Officers, Elections of Officers, Length of term of Officers
- f. Quorum & Voting structure (if not simple majority)
- g. Ensures all meetings are open to the public and will be publicly noticed
- h. Agendas and meeting minutes are available and accessible to the public
- i. Meetings allow time for public comment on the agenda
- j. Identifies how STAC representative is chosen
- k. Provides for how the TPR is to be administered
- l. Includes a Conflict of Interest Statement
- m. Ensure TPR information can be found on the internet

***Note: STAC voted to support these recommendations, and public comment has been supportive as well. Staff Recommendations for new TPR Boundaries Per statute, only 15 TPRs can exist, 10 of which must be rural.**

Staff Recommendations for new TPR Boundaries

Per statute, only 15 TPRs can exist, 10 of which must be rural. As such, for a new TPR to be created another TPR must be consolidated.

4. Recommendations for TPR Boundary Changes

- a. Combine Southeast TPR and South Central TPR into one new TPR.
- b. Divide the Intermountain TPR into two TPRs:
 - i. West IMTPR would consist of Garfield, Pitkin, and the SW portion of Eagle County.
 - ii. East IMTPR would consist of Summit, Lake, and the bulk of Eagle County.

Note: STAC voted to oppose these changes and voted in support of the TC adopting no boundary changes. SE & SC TPRs and their member governments oppose the recommendations, and the IM TPR voted 12-7 to support making no changes. However, public comment from some IM TPR members have been supportive of the change.

For those who would like to read the entire study and report which is over 100 page, I will be leaving at copy at the Region 10 Office

Transportation TPR Meeting
NEXT MEETING NOTICE TPR meeting TBD
TBD
<https://us06web.zoom.us/j/kdUqCH8cUT>
Video Conference Only